



SUNYADIRONDACK

www.sunyacc.edu



Ronald C. Heacock, Ph.D.
President

PRESIDENT'S MESSAGE

Thank you for opening this “gateway” to SUNY Adirondack. As you browse our catalog, please consider how we can provide the pathway to your future with quality, affordable programs. What you invest in a SUNY Adirondack education will be rewarded over and over during your lifetime.

Wherever you are on your college journey, you won't be alone at SUNY Adirondack. Our team is here to help you from the day you complete your application to the day you graduate. We are committed to helping you succeed.

Visit our campus in Queensbury or Extension Center in Wilton and meet the most experienced faculty in the region—top educators who have published literature of all kinds; created documentary films; prepared cuisines for celebrities; have launched successful businesses; and helped launch the careers of successful people from here to Singapore. Quality, commitment, and excellence best describe our faculty.

In fact, that perfectly describes all our staff. It could be someone in admissions or financial aid or counseling, for example. Regardless of where they work, they'll strive to make your academic experience the best it can be. SUNY Adirondack students have all the academic resources and advantages of the State University of New York, the nation's largest system of higher education.

You have other advantages, too. You could earn your associate's degree at SUNY Adirondack then stay on campus to pursue bachelors and masters degrees through our partner colleges.

You have choices when it comes to higher education. I'm delighted you're considering SUNY Adirondack. Please contact any of our student service representatives if there's anything we can do to help you in the process of finding the programs that match your personal goals and aspirations.

I'm looking forward to seeing you here.

IMPORTANT PHONE NUMBERS

ACCESSIBILITY SERVICES	(518) 743-2282
ACC FOUNDATION AND INSTITUTIONAL ADVANCEMENT	(518) 743-2243
ADMISSIONS	(518) 743-2264
ADVISEMENT & CAREER SERVICES	(518) 832-7708
BOOKSTORE	(518) 793-5250
BUSINESS OFFICE	(518) 743-2266
CHILD CARE CENTER	(518) 793-0529
COLLEGE CLOSING INFORMATION	(518) 743-2222
COMPUTER HELP DESK	(518) 743-2226
CONTINUING EDUCATION	(518) 743-2238
COUNSELING	(518) 743-2278
FINANCIAL AID	(518) 743-2223
HUMAN RESOURCES	(518) 743-2257
LIBRARY	(518) 743-2260
REGISTRAR	(518) 743-2280

STUDENT CENTER	(518) 743-2251
WILTON CENTER	(518) 584-3959
FOR OFFICES NOT LISTED	(518) 743-2200

ACADEMIC DIVISION CHAIRS

BUSINESS	(518) 743-2200, x2649
ENGLISH	(518) 743-2229
HEALTH SCIENCE	(518) 743-2288
HUMANITIES	(518) 832-7620
MATHEMATICS, ENGINEERING, AND COMPUTER SCIENCE	(518) 743-2228
SCIENCE	(518) 743-2234
SOCIAL SCIENCE	(518) 743-2254
TECHNOLOGY	(518) 743-2217

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CATALOG INFORMATION

The information contained in this catalog is accurate at the time of printing. However, subsequent changes may occur, due to program changes and/or new developments. Please refer to the College website for the most current and accurate information: www.sunyacc.edu. The College website is the official document for the College's programs, policies and costs.

This catalog provides general information and is a guide to the policies, course offerings, and degree requirements of SUNY Adirondack. It is not, however, to be considered a contract between the College and the student. All information provided by the College including (but not limited to) policies, programs, offerings, times, instructors, tuition, and fees is subject to change without notice. Ordinarily, the catalog of the academic year in which you first enroll in credit or certificate courses governs requirements for your degree or certificate. Summer enrollments are considered an extension of the preceding academic year.


Whenever there is a break in your enrollment for one or more semesters, you are generally governed by the catalog of the academic year in which you return. You may usually elect to be governed by the catalog in effect during the academic year in which you fulfill the requirements for graduation.

STATEMENT OF NON-DISCRIMINATION & EQUAL OPPORTUNITY IN EDUCATION AND EMPLOYMENT

SUNY Adirondack does not discriminate on the basis of race, gender, religion, national or ethnic origin, age, disability, sexual orientation, marital status, or any other category protected by civil statute or regulation, in admissions, employment, education, or in any aspect of the business of the College. The College supports and complies with Title IX (Department of Education Amendment 1972) which prohibits gender discrimination in any program receiving federal financial assistance. The Director of Human Resources/Affirmative Action Officer is responsible for coordination of Equal Opportunity, Non-Discrimination, and Title IX Policy. The Human Resources Office is located in Warren Hall.



You are here.



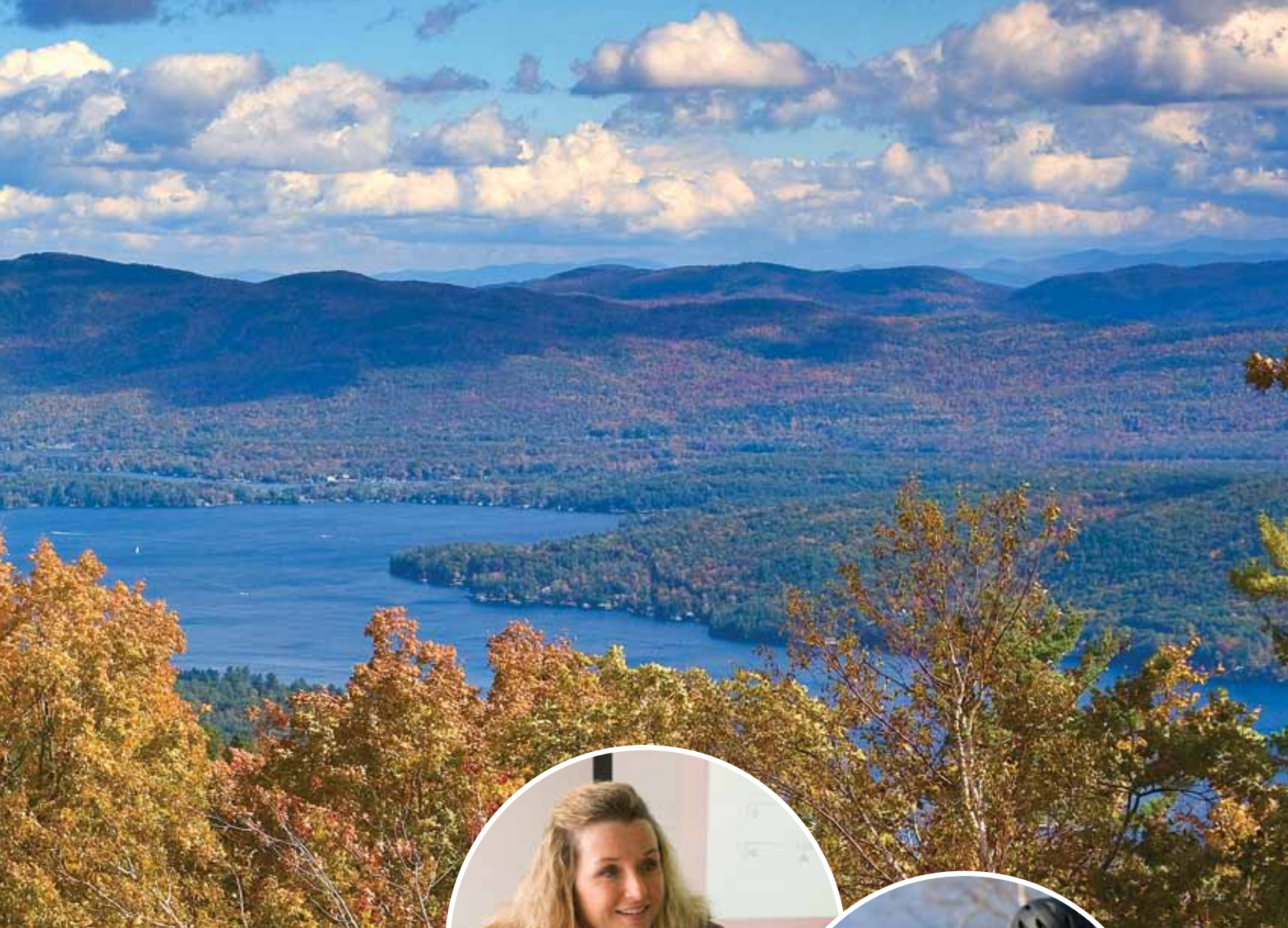
Claim your future.

SUNY Adirondack is surrounded by beauty and focused on you. A comprehensive community college within the State University of New York system, SUNY Adirondack affords its students opportunities that defy the ordinary.

We offer a full spectrum of learning opportunities that can take students from the classroom, to the boardroom to the mountaintop. SUNY Adirondack exemplifies the spirit of the Adirondacks with a pursuit of excellence, adventure and triumph.

We invite you to explore SUNY Adirondack and discover a future as vast and beautiful as the Adirondacks themselves.






Welcome to




SUNYADIRONDACK



The J. Buckley Bryan, Jr. ACC '87, '94 Regional Higher Education Center, on the north end of the SUNY Adirondack campus, is the latest addition to the college. Classes under partnerships with SUNY Plattsburgh, Empire State College and Paul Smith's College are conducted here.



Stacy Hopkins is a 47 year old mother of 5 who enrolled in SUNY Adirondack in 2009 to begin a new career in Nursing. She hopes to start working in critical care as she completes her course of study with an ultimate goal of a Masters Degree in Nursing. In addition to family and school responsibilities, Stacy is also the vice president of SUNY Adirondack's College Activity Board and a member of the Student Senate.



SUNY Adirondack, Your Future, Your Way.

SUNY Adirondack is genuinely a place for everyone. It is a starting point for recent high school graduates, a continuing path for adult learners and a bridge to bachelor's degrees for all students.

The programs at SUNY Adirondack are as diverse as the terrain of the Adirondacks, making careers in Business, Criminal Justice, Information Technology or Hospitality and Tourism Management attainable goals.

The Queensbury campus offers the J. Buckley Bryan Regional Higher Education Center, which expands local access to bachelor's and master's degrees making it possible for residents of this region to acquire the degrees they desire without leaving the area.

A Saratoga County campus as well as an extensive selection of online courses, makes carving out the education path that suits your life as easy as the click of a button.

J. Buckley Bryan, Jr. ACC '87, '94
Regional Higher Education Center



EMPIRE STATE
COLLEGE

STATE UNIVERSITY OF NEW YORK

Plattsburgh
STATE UNIVERSITY OF NEW YORK



Paul Smith's College
THE COLLEGE OF THE ADIRONDACKS



1-Year Certificate Programs

SUNY Adirondack proudly offers a variety of programs that allow students to become technically certified over the course of one academic year. Additional education can be pursued or careers can begin immediately in the field of study.



2-Year Associate Degree Programs

Students at SUNY Adirondack can participate in our AA and AS degree programs, which prepare them for transfer to universities within the SUNY system and beyond.

Students can also choose from a range of AAS degree programs that prepare them for direct employment. These programs include real world learning experiences, internships, and/or opportunities for industry certification.

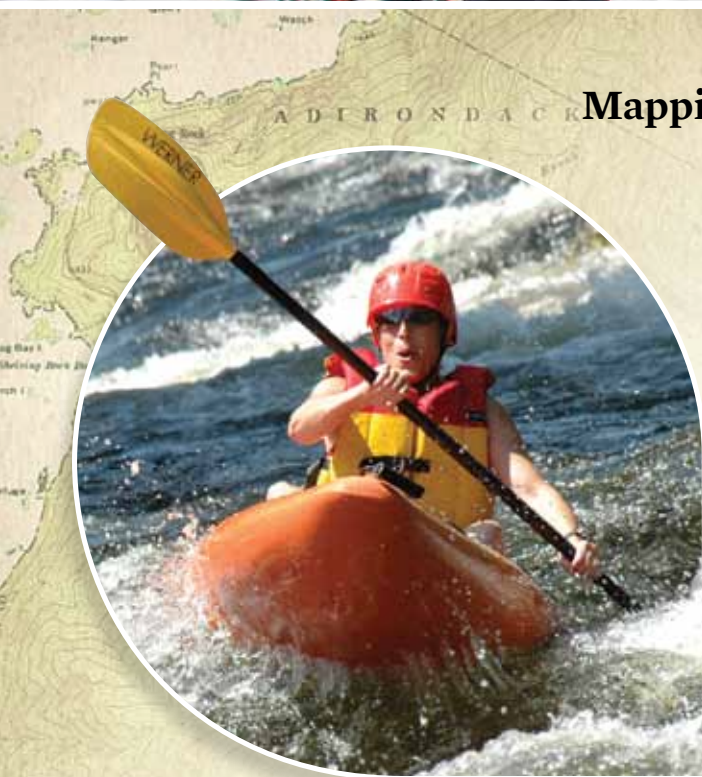


4-Year Bachelor Degree Programs

Through partnerships with SUNY Plattsburgh, Empire State College and Paul Smith's College, SUNY Adirondack students can acquire four-year degrees with classes taken on campus.

Additionally, these partnerships enable students to take Master's level programs on the SUNY Adirondack campus. Turn to page 35 of this catalog or visit the Academics page of our website to learn more.

Instructor Clint McCarthy (far right) outlines the day's lesson atop West Mountain as part of the alpine skiing component of SUNY Adirondack's Adventure Sports Program.



Mapping the best life - SUNY Adirondack style!

SUNY Adirondack offers the outdoor adventures you might expect, with 46 High Peaks to scale and thousands of miles of snowmobile and hiking trails to traverse, not to mention streams and rivers to kayak, canoe or float.

The richness of culture available 20 minutes in any direction from campus is staggering. World renowned pieces by Rembrandt and Botticelli, the birthplace of pie a'la mode, and exhibits featuring everything from ballet and horse racing, to slate and Adirondack life.

Downtown Glens Falls presents Broadway-caliber theatre with equity casts each summer, Lake George boasts opera and jazz, and Saratoga Springs has SPAC with performances ranging from Dave Matthews Band to the New York City Ballet.

Shopping, professional sports, Olympic venues and carve your own adventures are all within reach.

SUNY Adirondack is your gateway to living.



Public transit, bike paths and walkability make everything from professional hockey and equine sports, to nightlife and shopping easily accessible.



general information

VISION

SUNY Adirondack will continue to be a vital and dynamic educational force for community enrichment and a leader in developing all human potential.

MISSION STATEMENT

SUNY Adirondack is a comprehensive community college that provides quality educational opportunities for all learners. In pursuit of this mission, SUNY Adirondack will focus on the following areas:

- > Make quality education affordable and accessible.
- > Offer career and technically oriented credit and non-credit programs.
- > Offer two-year academic transfer programs.
- > Offer specialized courses and training for workforce development.
- > Be an educational, cultural, economic and technical resource for the greater community.
- > Actively partner with four-year institutions to provide baccalaureate and master degree program opportunities.

ABOUT SUNY ADIRONDACK

SUNY Adirondack is a two-year community college, accredited by the Middle States Commission on Higher Education, that offers a wide variety of associate degrees and certificate programs. SUNY Adirondack offers small classes, dedicated faculty, and student-centered learning environment. Sponsored by Warren and Washington counties, SUNY Adirondack is part of the State University of New York (SUNY) system, and is governed by local and state trustees who care about our community.

On campus, the opportunities are limitless. Students can see great art at the Visual Arts Gallery, listen to a noon-time concert, access the Scoville Learning Center and its Academic Computing Center seven days a week, watch a thought-provoking play, stroll through the arboretum, cheer on our teams, and passionately discuss ideas—right here at SUNY Adirondack.



admissions

QUICK GUIDE TO ADMISSION

SUNY Adirondack participates in the Full Opportunity Program of the State University of New York (SUNY). Under this program, SUNY Adirondack generally grants admission to students who are either high school graduates or recipients of a General Equivalency Diploma (GED). However, some programs have prerequisites that must be met prior to beginning a particular course of study.

Matriculated Status

A matriculated student is one who has made application to the college through the State University of New York Application Service Center (SUNY APC), submitted the required documentation, i.e., official high school transcript or proof of a General Education Diploma (GED), and has been formally accepted as a candidate to a degree or certificate program.

Who should matriculate?

- > All full-time students (12 credits or more).
- > All students who wish to be considered eligible for financial aid.
- > All students who are seeking a degree or certificate.
- > All part-time students who have accrued 18 credits and wish to complete a degree or a certificate program.

Note: Non-matriculated students are not eligible to receive financial aid.

Full Time (12 credits or more)

- > Complete the SUNY Application for Admission on our website at www.sunyacc.edu. Click on Admission and Financial Aid and follow the "How to Apply" instruction:
- > Forward an official copy of your high school transcript and/or GED test scores to the Admissions Office at SUNY Adirondack.
- > If you are transferring from another college, also send your official transcript from each of the schools you've previously attended directly to the SUNY Adirondack Registrar's Office.

Once the above steps are completed, we'll notify you quickly with our admissions decision.

Additional information in the form of recommendations from counselors and teachers as well as SAT and ACT results should be sent directly to the Admissions Office and can be helpful in terms of advising and placement. Each applicant's academic achievement, test scores and/or counselor recommendations will be assessed to determine appropriate placement in one of SUNY Adirondack's Freshman Experience Programs.

Part Time (12 credits or less)

- > If you are applying for financial aid, you must make application to the college through SUNY. (See previous section for instructions.)
- > If you are not seeking financial aid, you must fill out a registration/admission form at the SUNY Adirondack Registrar's Office and a Certificate of Residence at the SUNY Adirondack Business Office. You will also need to verify that you have a high school diploma or a GED.

EARLY ADMISSION

The College has established an Early Admission Program in accordance with State Education Department guidelines to provide academically capable high school seniors and juniors an opportunity to take college-level courses. High school seniors can participate on either a full-time or part-time basis. Students must be pursuing a Regents Diploma and must have a high school average of 80% or higher and a recommendation from the high school guidance counselor or principal. High school juniors will be considered on a part-time basis only and are subject to the same standards. Early admission application forms can be obtained on the college's website at www.sunyacc.edu or from the Admissions Office at SUNY Adirondack. Early admission students are not permitted to audit any course.

Federal and state legislation prevents early admission students from receiving any state or Title IV federal student aid. SUNY Adirondack's Title IV aid programs include the Federal Pell Grant (Pell), Federal Stafford Loan (FSL and UFSL), Federal Supplemental Grant (SEOG) and the Federal Work-Study (FWS) Program. State-funded financial aid includes the Tuition Assistance Program (TAP) and Aid for Part-Time Students (APTS).

THE INDIVIDUALIZED EDUCATION PROGRAM (IEP) DIPLOMA

The State Education Department has ruled that an Individualized Education Program (IEP) diploma is different from a high school diploma in that it is not an indicator of successful completion of high school study. Community colleges, including SUNY Adirondack, are therefore under no legal obligation to accept such students under the terms of the State's full opportunity policy.

ADMISSION OF INTERNATIONAL STUDENTS

Students who are citizens of other countries must complete a SUNY Application and supplemental information forms which are available on the college's website at www.sunyacc.edu. In addition, they must submit exam results from the Test of English as a Foreign Language (TOEFL) with an internet base score of 61 or higher. Information on the TOEFL is available at www.toefl.org.

STUDENTS WHO HAVE BEEN CONVICTED OF A FELONY OR DISMISSED FROM ANOTHER COLLEGE FOR DISCIPLINARY REASONS.

Any individual who has been convicted of a felony or dismissed from another college for disciplinary reasons will be required to complete supplemental admissions forms and meet with the ACC Admissions Review Committee. The Committee will review the supplemental paperwork, consider the information shared during the interview and render an admissions decisions. Deadline for submission of all application materials is August 1st for the fall semester and December 15th for the spring semester.

ADMISSION WITH ADVANCED STANDING

Transfer Credit for Work Completed at Other Colleges

Degree candidates at SUNY Adirondack may receive credit for courses completed at other regionally accredited colleges and universities. Credit toward the Associate degree or Certificate will be granted for courses which are identical or similar to those offered at SUNY Adirondack and in which a grade of C or better has been achieved. Credit will be granted for those courses applicable to a student's specific degree program.

College Level Examination Program (CLEP)

SUNY Adirondack recognizes credit earned through testing by the College Level Examination Program (CLEP) with the exception of English composition and natural and physical sciences. For all other topics, SUNY Adirondack awards credit for successful completion of CLEP tests in the same manner that transfer credits are awarded. No grade is assigned to these credits recognized to be the equivalent of a "C" level score.

The College Board Advanced Placement (AP) Exam

SUNY Adirondack recognizes The College Board's Advanced Placement (AP) exams and awards credit for successful completion of AP exams in the same manner that transfer credits are awarded. Successful completion of AP exams are indicated by grades of 3, 4, or 5. Credits awarded from AP exams must meet degree requirements in an appropriate academic area. They can also be used for general electives.

DANTES Testing

The College recognizes Educational Testing Services (ETS) Defense Activity for Non-Traditional Education Support (DANTES) exams and awards credit for successful completion as recommended by the American Council on Education (ACE). Since 1983, DANTES has been available to civilians in a wide range of introductory college-level academic, vocational/technical, and business subjects.

Excelsior College Proficiency Exams

Excelsior College offers adult students an opportunity to earn fully accredited college degrees in several areas. Excelsior College also offers proficiency exams for college credit. SUNY Adirondack accepts credit for successful completion of Excelsior College External Degree Examinations in the same manner that transfer credits are awarded except in the areas of English composition and the natural and physical sciences.

Armed Forces Credit

Students may receive transfer credit for courses evaluated for credit by the American Council on Education (ACE) which were completed while in the Armed Forces.

Course Challenge Examinations

The College may provide examinations for current students if no appropriate tests are commercially available. Only students who have registered for course challenge examinations in the Registrar's Office, and have paid the specified fee, are eligible for the awarding of credit. Examinations must be approved by the appropriate Division Chair. No exam may be taken for a course at a lower level if credit has been earned in a higher-level course. Credit awarded through examination is not considered residence credit.

Transfer Credit Limitations

Certain academic divisions may require additional evidence of proficiency and/or demonstration of competency in laboratory or other "hands on" performance before granting credit for work completed. Standardized examinations may not be taken for ENG 101, 102-110 or for lab science credit.

Credit earned by any of the above methods will become part of the student's permanent record only after 12 or more credits have been successfully completed at SUNY Adirondack with a quality point average no lower than 2.0. No more than 34 degree credit hours or 15 Certificate credit hours may be granted for work completed in all of these programs combined.

FRESHMAN EXPERIENCE PROGRAMS

Counselors and advisors will carefully assess each applicant's academic achievement, test scores, and/or counselor recommendations and place each student in one of the following required Freshman Experience Programs:

Developmental Studies

Developmental Studies (HRD 100A) is aimed at helping new full-time students acquire skills in reading, writing, and math, which will better equip them to handle college-level material. This program is designed to meet the needs of a group of high school graduates or GED recipients who have not achieved the skill level necessary to succeed in college-level course work.

Developmental Studies is an intensive, one-semester program which offers both credit and non-credit classroom instruction and one-to-one tutoring in reading, writing, and math. Although all course work will not count as credit toward graduation, students may be eligible for financial aid. Upon successful completion of the Developmental Studies program, students will be placed in the College Survival program or a regular academic program.

College Survival

College Survival (HRD 100) is a credit-bearing program for students who enroll full time, but whose academic background is weak, making it difficult to succeed in college. The program is based on the belief that most people can learn to become successful students.

HRD 100 attempts to build confidence and academic skills by helping students face the rigorous challenges demanded by college-level study. The class focuses on the development of effective study skills, critical and analytical reading and writing, time management, and realistic goals and attitudes toward college study.

The College Survival program has enabled many students to succeed in college who, without the program, probably would not have continued their education.

Freshman Seminar

Freshman Seminar (HRD 110) is a required course for all first-time students who are not in College Survival or Developmental Studies. This one-credit course is part of a concerted effort by SUNY Adirondack to help students adjust to the college community.

Among the topics addressed are:

- > An introduction to the College's procedures, resources and services
- > Development or improvement of the student's academic skills
- > Development of a sensitivity to career and life goals
- > Academic programs including course, major, and graduation requirements
- > Health-related and social issues

The active and participatory nature of Freshman Seminar seeks to establish a relationship between the student and faculty mentor, as well as among other students in the seminar. The College feels these relationships are vital for student success.

RESIDENCE CREDIT

Residence credit is earned by registering for and completing credit-bearing courses offered at SUNY Adirondack. Degree or certificate candidates must complete a total number of residence credits which include a percentage of courses from the core curriculum.

- > Certificate: 15 credits including 2 courses of at least 3 credits
- > AAS degree: 30 credits including 4 courses of 3 credits
- > AS or AA: 30 credits including 3 courses of 3 credits
- > Holders of a bachelor's degree may have the 30 credit residence requirement reduced to 20 credit hours, depending on the declared degree program

RE-ADMISSION

Once admitted to the College for full-time study, students are welcome to re-enter for full-time or part-time study in any subsequent semester, as long as good standing is maintained. If a student plans to re-enter for full-time study, the Counseling Office should be notified as early as possible. Any student who is separated by the College for personal or academic reasons and who desires readmission should contact the Office of the Dean for Student Affairs.

PLACEMENT TESTING

SUNY Adirondack has initiated a placement testing procedure for new students. After admission, students will be notified about a time and place for testing in Math, Reading, and Writing. Results from these tests will be used in conjunction with other information such as high school average, class rank, strength of high school program, and Regents test scores to appropriately place students in their first-semester classes. Students who wish to request accommodations should contact Accessibility Services.

MANDATORY STUDENT IMMUNIZATIONS

Students taking six or more credits and born on or after January 1, 1957, are required to provide proof of adequate immunization against measles, mumps, and rubella before attending, in accordance with standards approved by the New York State Department of Health.

Limited exceptions are granted for students who hold "genuine and sincere religious beliefs" that are contrary to immunization and for students for whom immunization would be physically detrimental or otherwise medically contradicted. Although students enrolled for less than six semester hours are exempt from these new requirements, immunization is strongly encouraged by public health officials.

Nursing students must also provide proof of a yearly PPD (Mantoux) skin test for tuberculosis, yearly physical update, documentation of Hepatitis B vaccination and proof of chicken pox or a positive varicella titer. Current professional liability insurance and CPR are also required.

financial aid

FINANCIAL AID OFFICE

The Financial Aid Office at SUNY Adirondack annually administers more than \$14 million through various federal, state, local, and institutional aid programs. With the exception of the state grant programs (which are intended to fund tuition only), these monies may be used toward all costs related to college attendance. Such costs include tuition, fees, books, transportation, rent, food, personal expenses, and dependent care (if applicable).

Financial Aid representatives are available in Warren Hall weekdays from 8:00a.m. to 4:00p.m. (8:00a.m. to 3:30p.m. on Fridays) to answer questions and distribute application materials on a walk-in basis. General information can be obtained by telephone; however, to ensure confidentiality, dollar amounts cannot be discussed on the telephone. If you would like to make an appointment to meet with an administrator regarding in-depth questions or concerns, please call the Financial Aid Office at (518) 743-2223 (evening appointments can also be arranged). During the busy months of July, August, and September, the Financial Aid Office will assist callers to the best of our abilities. We apologize if the high volume of calls/visits to our office results in delays in service. Please be patient and understand that we will help you as soon as possible.

Banner Self Service

Banner Self Service can also be used to answer many of your questions and we encourage all students to log in on a regular basis. In the General Financial Aid section you can download common forms or link to major federal and state financial aid Web sites. Requirement Tracking will answer questions about the receipt of your FAFSA record or outstanding requirements (e.g., verification materials, copy of DD214, or social security card) needed prior to the review of your application. The most powerful section of Banner Self Service is the Award section – review your aid eligibility, accept offered work and loan awards, see how your aid is applied or deferred against your semester tuition and fee charges. Finally, the Financial Aid History section will show aid received in 2007-2008 and beyond including your past and current loans.

QUICK GUIDE TO FINANCIAL AID

- > Become acquainted with SUNY Adirondack's estimated costs, bill adjustment schedule, deferment of tuition payment and summer financial aid.
- > Understand student's rights and responsibilities as they pertain to registration in classes required for your SUNY Adirondack degree or certificate, the Federal Aid Recalculation, the Return of Title IV (federal) Funds, and Satisfactory Academic Progress.
- > Read the descriptions of the grant programs first since grants and scholarships do not have to be repaid. These include the federal Pell grant, federal SEOG, federal ACG, New York State (NYS) TAP (mostly paid to full-time students but includes ADA-eligible part-time students), NYS PT-TAP (for a small population of students who previously attended SUNY Adirondack full time), NYS APTS (for part-time study), VESID (for students with a disability), SUNY Adirondack Scholarships, Academic Excellence Scholarships, Glens Falls Foundation Arts and Nursing Scholarships, Hill Scholarships, and Robinson Foundation Engineering and Nursing Scholarships.
- > Additional grants are offered through NYS. They include veteran awards for Vietnam or Persian Gulf veterans as well as a child of a deceased or disabled veteran. NYS offers grants and scholarships to a child of a deceased firefighter, police officer or correction officer, and to Native Americans. Scholarship funding is also available for the children and spouses of victims of the September 11, 2001, attacks. You are encouraged to contact NYS Higher Education Services Corporation at 1-888-NYS-HESC about these opportunities.
- > If interested in a work-study position on the SUNY Adirondack campus, students file the FAFSA annually and express interest for the appropriate question. All students are reviewed and are awarded either federal work-study or SUNY Adirondack's institutional work program. Prior to starting classes, students are encouraged to complete employment paperwork and interview with SUNY Adirondack supervisors.
- > Next, read descriptions concerning the federal loan programs (both the subsidized and unsubsidized Stafford loan). Generally, all students are eligible to borrow through the Stafford loan program as long as they are accepted as a matriculated student and have declared a major, enroll in at least 6 credits in classes required for a SUNY Adirondack degree or certificate program; are maintaining satisfactory academic progress; have filed the Free Application for Federal Student Aid (FAFSA) annually; and are not in default on a prior federal student loan.
- > Complete the appropriate application materials correctly and in a timely manner. Keep in mind that the FAFSA, which is required for all forms of federal assistance including loans, can take up to four weeks to process by paper. If the FAFSA is completed over the Web, processing time is reduced to about two weeks with a printed signature page and to within 3 to 5 business days if student and parent sign using federal PIN numbers. Currently more than 95% of SUNY Adirondack students opt to file their FAFSA on the Web. Call the Financial Aid Office with your questions.
- > Applying for financial aid can be complicated, but remember that the Financial Aid Office at SUNY Adirondack is here to assist you with this annual process. Start the process early. We recommend filing the FAFSA as soon as you have completed your federal tax return. **In order to have financial aid in place prior to the bill due date, students should file by June 1 for fall and December 1 for spring.** Read all the materials thoroughly. Respond to all requests for additional information. Ask questions.

ESTIMATED EXPENSES

These figures are provided for estimating expenses as individual student costs will vary and change. Figures are effective as of July 1, 2009. The estimated cost of attending SUNY Adirondack full time for 2009-2010 is as follows (please check with the Business Office for a current tuition and fee schedule):

	Living with Parent(s)	Living on Own (apartment or house)
Tuition*	\$3,256	\$3,256
Fees**	257	257
Books & supplies	1,200	1,200
Transportation	1,500	1,500
Room & Board	3,000	6,500
Personal	787	787
Totals	\$10,000	\$13,500

* less than full-time students pay \$136 per credit. Out-of-state residents pay twice the given tuition charge.

** less-than-full-time students pay \$3.75 per credit for fees and when registered for 7 or more credits pay the accident fee (per academic year).

SUNY Adirondack remains among the lowest-cost community colleges in New York State.

TUITION AND FEE SCHEDULE (AS OF SEPTEMBER 1, 2009)

Please note: Tuition and fees are subject to change. Be sure to check the website www.sunyacc.edu for current figures.

Full-Time Student Tuition - per semester:

(A full-time student is one enrolled for 12 credit hours or more)

Qualified New York State Residents With Residence Certificates	\$1,628.00
Out-of-State Residents and Others Without Residence Certificates	\$3,256.00

Part-Time Student Tuition - per credit hour:

(A part-time student is enrolled 1 thru 11 credit hours)

Qualified New York State Residents Enrolled in SUNY Adirondack courses at their high schools	\$46.00
Qualified New York Residents With Residence Certificates	\$136.00
Out-of-State Residents and Others Without Residence Certificates	\$272.00

Accident Insurance Fees - per semester:

Students with 7 or more credit hours	\$2.20
Students enrolled in NUR101, 102, 103, 104, 200, and 201	\$2.20
Students enrolled in the summer session (May 15-Aug. 15)	\$1.10

Credit by Examination - per credit hour: \$30.00

Graduation - Diploma Fee	\$20.00
Each additional diploma in the same year	\$10.00
Diploma Replacement Fee	\$10.00

Health and Physical Education Fees:

Classes as specified in college catalog or schedule \$6.00 - \$280.00

Health Science Students:

Nursing Fee - per semester	\$40.00
NUR 102 - Challenge Test	\$150.00
NUR 103 - Challenge Test	\$150.00
NUR 104 - Challenge Test	\$300.00

Key Deposit

For students enrolled in science laboratory classes \$10.00

Tuition Late Payment Fee

Full-time student \$20.00

Part-time student \$10.00

Late Registration Reactivation Fee \$25.00

Matriculation Fee \$40.00

Music Fees:

Private voice lessons
(14 half-hour sessions) \$117.00

Private music lessons
(14 half-hour sessions) \$112.00

Class Piano, Ensembles, Keyboard
Harmony \$30.00
Supplemental Aural Skills \$30.00

Non-Credit Fees:

Books and/or materials \$5.00 - \$550.00

Processing fee for awarding CEUs \$15.00

Processing fee for change of Motorcycle class \$10.00

Parking Fines:**ZONE A - FINES IN VISITORS AND RESERVED AREAS**

First Offense \$10.00

Second Offense \$15.00

Third Offense \$25.00

Additional Infractions, Zone A \$50.00

ZONE B - FINES IN HANDICAP, ROADWAYS, DRIVEWAYS, SIDEWALKS, FIRE LANES, NO PARKING ZONES, GRASS, WALKWAYS, AND OVER PAINTED PARKING CONTROLS

First Offense \$25.00

Additional Infractions, Zone B \$50.00

Proctor Fee (per exam) \$25.00

Returned Check Fee (per check) \$30.00

Science Lab Course Fee (per class)

Biology, Chemistry, Geology, Physics \$20.00

Student Activity Fees (per semester):

Full-time student \$59.00

Part-time student (per credit hour) \$3.75

Student I.D. Card (per semester) \$2.50

Replacement (Early Admit Students exempt) \$5.00

Technology Fees (per credit hour) - some exceptions may apply to this fee \$5.00

Transcript Fee (Official Academic) \$5.00

Vet Tech Program Fee (per course) \$105.00

CERTIFICATE OF RESIDENCE

Both full- and part-time students who are qualified residents of New York State must submit to the College at the time of payment, a Certificate of Residence obtained from the chief fiscal officer or County Treasurer of their county or counties of legal residence. Education law defines a “resident” in this instance as a person who has been a legal resident of the State of New York for a period of at least one year and of one or more counties for a period of at least six months, both immediately preceding the date of registration. A Certificate of Residence is good for one calendar year and must be obtained annually. A Certificate of Residence may be obtained no more than 60 days prior to the start of classes and up to 30 days after the start of classes. Applications for residence certificates are mailed to the student by the College with their bills. Copies may also be obtained from the College Business Office. Students failing to submit an appropriate residence certificate must pay double tuition rates as “non-residents.” No Certificate of Residence will be accepted by the College after the 31st day from the start of classes.

BILL ADJUSTMENT/REFUND SCHEDULE

Students who officially withdraw from the College, or reduce the number of credit hours for which they initially registered, may be eligible for a bill adjustment. The percentage of adjustment is determined by the date the student completes a Request for Adjustment form at the Registrar’s Office, according to the schedule noted below. Federal aid recipients who withdraw completely before completing 60% of the semester will be subject to the federal government’s Return of Title IV (federal) Funds regulation. (See the Return of Title IV (federal) Funds topic.)

Fall and Spring Semesters

Withdrawal through the day before start of classes:	100% of tuition & fees
Withdrawal through the end of the first week of class:	75% of tuition only
Withdrawal before the end of the second week of classes:	50% of tuition only
Withdrawal before the end of the third week of classes:	25% of tuition only
Withdrawal after the end of the third week of classes:	no refund

Summer and Winter Sessions

> COURSES 8 WEEKS OR LESS IN LENGTH

Withdrawal through the day before start of classes:	100% of tuition
Withdrawal through the end of the 1st day of classes:	75% of tuition
Withdrawal through the end of the 2nd day of classes:	50% of tuition
Withdrawal through the end of the 3rd day of classes:	25% of tuition
Withdrawal thereafter:	No refund

> COURSES MORE THAN 8 WEEKS IN LENGTH

Withdrawal through the day before start of classes:	100% of tuition
Withdrawal through the end of the first week of class:	75% of tuition
Withdrawal before the end of the second week of classes:	50% of tuition
Withdrawal before the end of the third week of classes:	25% of tuition
Withdrawal after the end of the third week of classes:	No Refund

DEFERMENT OF TUITION PAYMENT

After you have completed the application process, you will be sent a financial aid award letter informing you of the amount of aid you are eligible to receive. If this occurs before the date your tuition bill is due, you may follow the instructions to use your financial aid award toward your tuition charges. Estimated or offered aid cannot be considered for a deferral of your charges. NYS grants and scholarships must be in “Confirmed by HESC” status and loans must be guaranteed.

Federal Pell grants may also be used toward books and supplies purchased in the College Bookstore if your total authorized aid exceeds your tuition and fees. Students submit a Pell book credit application to the Business Office each semester. Any award amounts which are not applied toward your tuition, fees, or books will be paid to you sometime after the eighth week of classes each semester (e.g., late November for fall and early April for spring).

SUMMER FINANCIAL AID

Some financial aid programs may be used toward the cost of summer study. However, processing is delayed, therefore, you should make arrangements to pay your summer tuition bill up front. You will then be reimbursed with any eligible financial aid.

Federal Pell grants from the prior year may be used. If you did not use your entire allotment during the fall and spring, you may be eligible for additional funds for the summer. Students using remaining current-year eligibility will be eligible for a bill deferment. Once you are enrolled in summer classes, stop by the Financial Aid Office and ask to be reviewed for summer Pell eligibility.

TAP may be an option if you enroll in at least 6 credits for the summer term and earned at least 24 credits at SUNY Adirondack in the two terms preceding the summer. TAP may also be used if you enroll in twelve or more credits during the summer semester. You must file the new academic year's FAFSA and Express TAP Application (ETA) to be eligible for summer TAP.

Federal Stafford loans may also be used. The amount you receive will expend a portion of your allowable annual maximum loan, therefore, eligibility for fall and spring loans may be significantly reduced. For example, first-year students are eligible to borrow \$5,500 so a summer loan of \$1,500 will limit your fall and spring eligibility to \$2,000 per term. Summer loans are usually processed and disbursed in early to mid-July.

VERIFICATION PROCEDURES

The College will comply with all verification requirements as directed by the Department of Education. A student must complete the verification process before receiving a notification of federal eligibility (grants, loans, and work-study).

All applicants for whom the College has received a valid FAFSA record (i.e., not rejected) while still enrolled must submit required documentation by the deadline. This date is 120 days after the applicant's last date of enrollment. An applicant who does not meet the deadline will forfeit his or her eligibility for federal aid.

Students who are selected for verification will be notified as to what documentation is needed. If, as a result of verification, a student's aid application does not need to be reprocessed by the federal processor, then the student will receive a financial aid award notice indicating his/her eligibility. However, if a student's aid application does require reprocessing by the federal processor, the College will submit the corrections electronically. The College must receive a valid FAFSA by the student's last day of enrollment of the current award year. If a student's FAFSA is received after that time, the student will not be considered eligible for federal aid except in the case of students who were previously selected for verification. Students who are selected for verification after having already been awarded federal aid, will have their aid become null and void until the verification process is completed.

It will be rare for an overpayment situation to occur since SUNY Adirondack will not award federal aid until the verification process is completed. If one should occur, the student will be asked to repay the College the proper funds. If the College is not able to collect the overpayment, the case will be referred to the Department of Education.

FEDERAL AID RECALCULATION

After you have been proven eligible for federal aid (Pell, ACG, and SEOG grants, work-study, subsidized/unsubsidized Stafford loans and PLUS loans), you must maintain a certain number of credits to continue to be eligible for aid for the current semester. If your enrollment changes, your aid must be adjusted. The information below should help explain how a student's federal Pell grant may be adjusted due to a change in enrollment.

1. SUNY Adirondack is required to recalculate a student's initial federal Pell grant for any student who does not begin attendance in all of the credits which were used to determine the initial award. The revised award will be based on the number of credits a student actually attends. The full-time payment schedule will be used for students in 12 or more credits. The three-quarter time schedule will be used for students in 9 to 11 credits. The half-time schedule will be used for students in 6 to 8 credits. The less than half-time schedule will be used for students enrolled in less than 6 credits. In order to count towards eligibility for financial aid, credits must be requirements for your SUNY Adirondack degree or certificate.
2. In addition to the above, a student's federal Pell grant is recalculated if his/her enrollment status changes during the bill adjustment period (the first three weeks of classes) including classes that are identified as "no show" by professors. Students are encouraged to visit the Financial Aid Office for a review of the consequences of dropping a class during this period. Students will receive the award amount provided on the federal Pell grant schedule appropriate for the eligible credits in which they are enrolled as of the end of the bill adjustment period.
3. A student's federal Pell grant must be adjusted if he/she completely withdraws from all credits prior to completing 60% of the semester. This student would be subject to the federal government's Return of Title IV (federal) Funds regulations. Also, professors may administratively withdraw a student at the 50% point for poor attendance. We advise students to meet with a financial aid administrator prior to withdrawal to review options and financial consequences.

RETURN OF TITLE IV (FEDERAL) FUNDS

A federal aid recipient who completely withdraws from all classes before completing 60% of the semester will have his/her federal aid re-evaluated to determine what portion of the aid was earned versus what portion must be returned. A student is considered not to have earned all of his/her federal aid if he/she withdraws during the first 60% of the semester. This federally-mandated formula is adjusted for summer attendance. The formula is as follows:

1. The College will determine the percentage of time the student was enrolled as of the student's last documented date of attendance.
2. The College will determine the amount of aid earned by the student.
3. The College will compare the amount of aid earned to the amount of aid disbursed. This step determines whether a late disbursement is due to the student or whether funds must be returned to the Title IV programs.
4. The College will allocate the responsibility for returning unearned aid between the school and the student.
5. The College will distribute the unearned funds back to the Title IV programs according to the following distribution:
 - > Unsubsidized Federal Stafford Loan
 - > Subsidized Federal Stafford Loan
 - > Federal Parent Loan for Undergraduate Students
 - > Federal Pell Grant
 - > Federal Supplemental Educational Opportunity Grant (SEOG)
 - > Federal Academic Competitiveness Grant (ACG)

This policy does not impact the tuition and fees a student is charged for the semester.

SATISFACTORY ACADEMIC STANDARDS/ FEDERAL AID PROGRAMS

In order to receive federal student financial aid funds, a student must be considered “a regular student in an eligible program” per federal regulations. SUNY Adirondack defines “a regular student in an eligible program” as an individual who completes the matriculation process at SUNY Adirondack. A matriculated student is one who has made application to the College through SUNY-APC, has submitted the required documentation, and has been formally accepted as a candidate for a degree or certificate. Students who are enrolled in Internet courses are required to meet the same standards as “a regular student in an eligible program” in order to be eligible for student financial aid funds.

A student enrolled as “a regular student in an eligible program” is considered to be in good academic standing at the end of a term, and for the subsequent term, if the student meets the criteria for Satisfactory Academic Progress. In addition to meeting Satisfactory Academic Progress, a student who is receiving federal financial aid must also meet pursuit of program guidelines.

Satisfactory Academic Progress

A student is considered to be making Satisfactory Academic Progress (SAP) if he or she maintains the minimum cumulative grade point average (GPA) based on the total number of credits attempted noted in the following chart. Attempted credits is defined as ALL credits a student attempts (as of the end of the add/drop period), including audited credits, withdrawals, repeated course work, incompletes, failed courses and any transfer credits accepted toward a student's program of study. Developmental coursework and accepted transfer credits are not calculated in the GPA. Also, the federal government does not recognize re-calculated GPA or eliminated credits under the SUNY Adirondack Fresh Start program (see academic regulations).

Pursuit of Program

A student is considered to be meeting pursuit of program if he or she completes the minimum number of credits noted in the chart based on the number of credits attempted as defined above regardless of whether a student received federal aid or not. Minimum credits earned is defined as ALL credits passed at SUNY Adirondack (D- to A), including any transfer credits accepted toward a student's program of study. An incomplete will count as a withdrawal until the course is successfully completed. It is the responsibility of the student to notify the Financial Aid Office when the incomplete grade is changed to a letter grade. Federal aid eligibility may not be adjusted if an incomplete is changed at a point in time which makes it impossible for the student's federal aid to be revised.

Note that separate SAP and pursuit of program requirements exist for recipients of New York State aid programs.

Total Attempted Credit Hours	Minimum GPA	Minimum Credits Earned*
0 - 11	0.00	0
12 - 23	1.00	3
24 - 35	1.50	12
36 - 47	1.70	21
48 - 59	1.70	33
60 - 71	2.00	45
72 - 83	2.00	57
84 - 96	2.00	69

*Minimum credits earned is a requirement for federal financial aid recipients only.

If a student graduates and requests a second program of study, his/her transcript will be evaluated to determine what portion of the requirements for the new degree has been satisfied. A student will be reviewed using the above chart based upon the new count of attempted credits. For federal financial aid, a student will be allowed to change majors three times while in attendance at SUNY Adirondack. If a student changes majors more than three times, he or she will be considered ineligible for federal aid and will need to attend SUNY Adirondack without the benefit of federal assistance or request a federal waiver.

PROCESS TO APPEAL LOSS OF FINANCIAL AID

If a student fails to meet the requirements of SAP and/or pursuit of program, he or she may appeal to the financial aid waiver committee through the Financial Aid Office. To be considered for a waiver, extenuating circumstances must have contributed to the student's inability to maintain SAP and/or pursuit of program. A student must document that there were mitigating circumstances, such as a family illness, death or crisis, that prevented the student from meeting the requirements, and must also provide reasons why it is likely that the student would be meeting the requirements if given another chance. It should be noted that a waiver is not an automatic right of a student. NYS limits state aid waivers to one for the student's entire academic pursuit within NYS.

Waiver Filing Deadlines

The waiver form and supporting letter from the student must be submitted to the Financial Aid Office within 30 days of the start of the semester or within two weeks of receipt of a "Notice of Loss of Eligibility" form, whichever is later.

ACADEMIC STANDARDS AND ADDITIONAL REGULATIONS FOR FEDERAL FINANCIAL AID RECIPIENTS

As already mentioned, federal financial aid recipients must meet both SAP and pursuit of program to be eligible for federal financial aid. In addition, federal regulations also require SUNY Adirondack to set a maximum time frame for completion of a degree or certificate program not to exceed 150% of the normal credit requirements for that program. For federal aid purposes only, SUNY Adirondack has defined a maximum number of total attempted credits for degree programs to be 96 credits. The maximum number of total attempted credits for certificate programs is defined by SUNY Adirondack to be 47. Federal financial aid awards will be determined based on the number of credits a student has remaining before exceeding the maximum attempted credits of 96 for degree programs or 47 for certificate programs. For example, if a student has attempted 91 credits toward an associate degree, he or she has 5 credits remaining in federal aid eligibility. Therefore, regardless of the number of credits the student registers for, he or she will only have remaining aid eligibility as a less than half-time student. A student loses eligibility for federal financial aid once the maximum attempted credits has been attained or it is mathematically determined that a student cannot complete within the 150% time frame. A student who was required to enroll in developmental studies courses will not have those courses counted toward the maximum attempted credits allowed. If the student feels there were extenuating circumstances that prevented completion within 150% he/she may appeal to the financial aid waiver committee through the Financial Aid Office.

Again, a student who has the "Fresh Start Rule" (see Academic Regulations) applied to his or her academic transcript, will not have his or her prior credits and/or grades dismissed for the purpose of meeting the guidelines noted in the federal financial aid chart. Federal regulations do not permit a College to apply a "Fresh Start Rule" to federal financial aid guidelines.

NEW YORK STATE AID PROGRAMS*

Currently, all eligible students are entitled to 48 state aid "points" with 6 points accessed for full-time awards (TAP) and 3 points for part-time awards (TAP paid to part-time ADA-eligible students, part-time TAP, APTS, and summer TAP). Generally, students are eligible for up to six semesters of TAP (or use of 36 points) over the course of their undergraduate studies at a two-year institution and up to eight semesters at a four-year institution. (APTS recipients are entitled to use up to the maximum 48 points at either a two-year or four-year institution.)

To assure your continued receipt of NYS aid (grants or scholarships), you must meet two separate criteria according to NYS standards: academic progress and pursuit of program. These criteria are independent of each other, therefore, if you do not meet the minimum requirements on both charts, you will be ineligible to receive a state award.

**Regulations and funding for NYS programs is subject to change based on approval of the NYS budget.*

Academic Progress

Prior to approval for this NYS payment ¹ :	1st	2nd	3rd	4th	5th	6th	7th	8th
Student must have earned ² at least this many credits:	0	3	9	18	30	45	60	75
With at least this GPA:	.0	.5	.75	1.3	2.0	2.0	2.0	2.0

¹ Two ADA-eligible TAP, APTS, or part-time TAP payments equal one payment for purposes of this chart.

² Earned means passed with a grade of A to D-, including transfer credits and credits received by exam.

Important notes concerning the chart above:

Students who have transferred to SUNY Adirondack will have their record re-evaluated for beneficial placement. Under this provision of NYS aid regulations, you are placed on the progress chart based either on your credits that apply to your current major, or on your payment number, whichever is to your benefit. While this does not change the number of payments you may receive, it does lower the progress requirements you must meet for your remaining payments. Therefore, it is recommended that transfer students have their transcripts submitted to the Registrar's Office as early as possible for evaluation. This applies even if you do not anticipate receiving credit for your prior coursework. A student can also regain state aid eligibility with an absence from college for one calendar year or more.

Pursuit of Program

Prior to approval for this NYS payment:	1st	2nd	3rd	4th	5th	6th
A student who registered for 12 or more credits in the previous semester must have completed* at least this number of credits:	0	6	6	9	9	12
And a student who registered for 6 to 11 credits in the previous semester must have completed* this percentage of those credits:	0	50%	50%	75%	75%	100%

*Grade other than W, X, or I

Important notes concerning the chart above:

- > Placement on the pursuit of program chart is made solely upon the number of payments you receive.
- > Credits which result in W, X, or I do not count toward the pursuit requirement. Audited credits do not count toward the pursuit requirement.
- > Repeated courses with a previous grade of A to D- do not count toward load or completed credits unless required by the student's degree program (e.g., Nursing majors must receive a C+ or better in all nursing courses).

Waiver of Academic Progress and Pursuit of Program Requirements

If you were unable to meet the academic progress and/or pursuit of program requirements in these charts, you may appeal to the financial aid waiver committee through the Financial Aid Office. To be considered for a waiver, extenuating circumstances must have contributed to your inability to maintain the required standards. You must document that there were mitigating circumstances, such as a family illness, death, or crisis, that prevented you from meeting the requirements, and must also provide reasons why it is likely you will meet the requirements if given another chance. If a NYS waiver is received for any reason other than for not maintaining a 2.0 cumulative GPA after four semesters of TAP, then you have made use of your one-time NYS waiver.

Waiver Filing Deadlines

The waiver form and supporting letter from the student must be submitted to the Financial Aid Office within 30 days of the start of the semester or within two weeks of receipt of a "Notice of Loss of Eligibility" form, whichever is later.

GRANT PROGRAMS: FEDERAL

Federal Pell Grant

- > *Who is eligible:* US citizens and permanent residents enrolled in a degree or certificate program as a matriculated student.
- > *How award is determined:* Need-based on federal formula; awards range from \$200 to \$2,675 per semester for 2009-2010.
- > *How and when to apply:* Complete the FAFSA annually as early as possible after January 1 preceding the academic year. If you list SUNY Adirondack as one of your college choices on the FAFSA, the Financial Aid Office will receive your FAFSA from the federal processor. A valid FAFSA must be received no later than your last day of attendance for the academic year.
- > *Aggregate limits:* Students in a degree program may receive Pell for a maximum of 96 attempted credits; students in a certificate program may receive Pell for a maximum of 47 attempted credits. Also students who received their first Pell grant after July 1, 2008 are limited to 18 equivalent semester awards.

Federal Supplemental Educational Opportunity Grant (SEOG)

- > *Who is eligible:* US Citizens and permanent residents enrolled in a degree or certificate program as a matriculated student. Must be enrolled in at least six credits in any given semester at SUNY Adirondack.
- > *How award is determined:* Need-based on federal formula. Students must be Pell eligible and demonstrate extraordinary financial need.
- > *How and when to apply:* Complete the FAFSA annually as soon as possible after January 1 preceding the academic year. Funds are limited so apply early.

Academic Competitiveness Grant (ACG)

- > *Who is eligible:* US citizens and eligible non-citizens enrolled in an associate degree or certificate program as a first-time matriculated student and a recipient of a federal Pell grant. Also, students must be enrolled in at least six credit hours that are required for your SUNY Adirondack program in any given semester. Students must have completed a rigorous secondary school program of study, as defined by the Secretary of Education, after January 1, 2005. Second-year students must have a cumulative GPA of 3.0 or higher at the end of their first year to study.
- > *How award is determined:* First-year students are eligible for up to \$375 per semester and second-year students qualify for up to \$650 per semester.
- > *How and when to apply:* Complete FAFSA annually as soon as possible after January 1 preceding the academic year. The Education Department will provide additional details on identifying your rigorous secondary school program (several options are available) and potential recipients will be evaluated by the Enrollment Management staff.

Note: At this time, it is believed that 2010-2011 will be the 5th and final year for this program.

GRANT PROGRAMS: STATE

New York State Tuition Assistance Program (TAP)*

- > **Who is eligible:** NYS residents enrolled in a degree or certificate program for at least twelve credit hours in any given semester at a NYS college or university. (NOTE: The twelve credits CANNOT include any repeated courses for which the student already received credit and must be required for a SUNY Adirondack degree or certificate program.) TAP is also available to ADA-eligible students who have provided the appropriate documentation to SUNY Adirondack's Accessibility Services Office.
- > **How award is determined:** For families with a NYS taxable income (after exemptions and deductions) less than or equal to \$80,000, or for a single independent student with no dependents whose NYS taxable income is less than or equal to \$10,000; awards range from \$250 to 100% of tuition per semester at SUNY Adirondack.
- > **How and when to apply:** Complete the FAFSA annually after January 1 preceding the academic year, but no later than May 1 of the academic year. When filing FAFSA on the Web, a link will be provided to complete the Express TAP application (ETA) electronically if you have listed at least one NYS school. Alternately, students will be contacted by NYS Higher Education Services Corporation (HESC) about completing the ETA on their Web site. Finally, HESC will mail a pre-printed ETA to students who don't apply electronically.
- > **Aggregate limits:** Students may receive a total of six undergraduate semesters of TAP at a two-year community college. (Each semester payment of a part-time award expends one-half of one of these semesters.)

New York State Aid for Part-Time Study (APTS)*

- > **Who is eligible:** NYS residents enrolled in a degree or certificate program for 6 to 11 credits which are program requirements with at least a 2.0 GPA at SUNY Adirondack. (NOTE: The credits CANNOT include any repeated courses for which the student already received credit and must be required for a SUNY Adirondack degree or certificate program.)
- > **How award is determined:** Eligibility is limited to students with a family taxable income of \$25,000 or less. Awards will be based on the student's tuition liability in combination with the amount of APTS funding allocated by NYS to SUNY Adirondack.
- > **How and when to apply:** Complete the FAFSA and submit an APTS application annually to the Financial Aid Office along with the appropriate signed NYS tax returns.
- > **Aggregate limits:** Students may receive a total of 16 undergraduate semesters of APTS. (Each semester payment of TAP expends two of these semesters.)

New York State Part-Time TAP Grant

- > **Who is eligible:** NYS residents enrolled in a degree or certificate program for 6 to 11 credits at a NYS college or university AND who successfully completed, at the same institution, at least 24 credits in the two preceding semesters. (NOTE: The credits CANNOT include any repeated courses for which the student already received credit and must be required for a SUNY Adirondack degree or certificate program.)
- > **How award is determined:** For families with a NYS taxable income (after exemptions and deductions) less than or equal to \$80,000, or for a single independent student with no dependents whose NYS taxable income is less than or equal to \$10,000: NYS HESC will initially calculate a full-time award and will then prorate based on the number of credit hours reported on the TAP certification.
- > **How and when to apply:** Complete FAFSA annually as soon as possible after January 1 preceding the academic year, but no later than May 1 of the academic year. When filing FAFSA on the Web, a link will be provided to complete the ETA electronically if you have listed at least one NYS school. Alternately, students will be contacted by NYS HESC about completing the ETA on their Web site. Finally, HESC will mail a pre-printed ETA to students who don't apply electronically.
- > **Aggregate limits:** Students may receive a total of the equivalent of six undergraduate semesters of TAP at a two-year community college. Each semester payment of part-time TAP expends a percentage of the semester of TAP eligibility based on your enrollment and award.

New York State Veterans Tuition Awards*

- > **Who is eligible:** NYS residents discharged under other than dishonorable conditions from the U.S. Armed forces and are: Vietnam Veterans who served in Indochina between December, 1961 and May, 1975; or Persian Gulf Veterans who served in the Persian Gulf on or after August, 1990 or Afghanistan Veterans who served in Afghanistan on or after September 2001, are enrolled in a degree or certificate program, and are taking classes required for a SUNY Adirondack degree or certificate program. (NOTE: The credits CANNOT include any repeated courses for which the student already received credit and must be required for a SUNY Adirondack degree or certificate program.)
- > **How award is determined:** Currently, students are eligible for awards equal to 98% of their base tuition charges.
- > **How and when to apply:** Complete the FAFSA annually after January 1 preceding the academic year, but no later than May 1 of the academic year. If you plan to enroll full-time, complete the ETA and NYS HESC's Veterans Tuition Award Supplement. Part-time students need to complete the FAFSA and Veteran's Tuition Award Supplement only.

**Regulations and funding for TAP and APTS is subject to change based on approval of the NYS budget.*

Vocational and Educational Services for Individuals with Disabilities Grants (VESID)

- > **Who is eligible:** Some students with a verifiable disability.
- > **How award is determined:** VESID determines the student's need for funding tuition, fees, books, transportation, and living expenses.
- > **How and when to apply:** Contact SUNY Adirondack's Accessibility Services Director, your high school guidance counselor, or VESID (55 Elk St., Albany, NY 12207) as early as possible before the start of classes. Students are required to apply for federal and state funding which may be used to offset VESID funding.

GRANT PROGRAMS: COUNTY**Employment and Training Grants**

- > **Who is eligible:** Some unemployed and underemployed individuals who need college course work to train them to enter the workforce.
- > **How award is determined:** The local Employment and Training Programs Office in your county determines the student's need for funding tuition, fees, books, transportation, and dependent care (if applicable).
- > **How and when to apply:** Contact SUNY Adirondack's Director of Career Services, or your county's local office. Students are required to apply for federal and state funding which may be used to offset grant funding from Employment and Training.

LOAN PROGRAMS**Federal Loans**

The loan process begins with an offer of eligibility which the student can accept in whole or in part. However, the process requires two important steps: execution of a Master Promissory Note and completion of a loan entrance interview session before loan proceeds can be applied to a student's account. We will provide additional information about the process when we package students with loans or you can call or visit with general questions.

Federal Subsidized Stafford Loan

- > **Who is eligible:** US citizens or eligible non-citizens who are enrolled in a degree or certificate program as a matriculated student. Must be enrolled in at least six credit hours required for a SUNY Adirondack program during any given semester.
- > **How award is determined:** Award is need-based on federal formula; maximum annual loan is \$5,500 for first-year students (students with less than 28 earned credits) and \$6,500 for second-year students; annual interest rate is 5.6% for loans originated for 2009-2010 and is capped at 8.25%; the federal government pays the interest on the loan while the student attends school on at least a half-time basis; repayment begins six months after student drops below six credits, or discontinues study.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1st preceding the academic year, but no later than four weeks prior to your last date of attendance for the academic year for which you are requesting the loan. Note that if a student drops below six credits and has borrowed a loan while in attendance at SUNY Adirondack, the student is required to notify the Financial Aid Office and receive exit interview counseling. Students who withdraw from SUNY Adirondack prior to completing 60% of the semester may have to return loan proceeds deemed "unearned" to the lender through the SUNY Adirondack Business Office.

Unsubsidized Federal Stafford Loan

- > **Who is eligible:** US citizens or eligible non-citizens who are enrolled in a degree or certificate program as a matriculated student. Must be enrolled in at least six credits required for a SUNY Adirondack program during any given semester.
- > **How award is determined:** Award is not based on need; loan limits are the same as federal subsidized Stafford loan for dependent students; independent students may be eligible to borrow up to an additional \$6,000; annual interest rate is fixed at 6.8% and is capped at 8.25%; accrual of interest begins immediately; student may have interest deferred along with the principal; repayment begins six months after student drops below six credits or discontinues study. Students who withdraw from SUNY Adirondack prior to completing 60% of the semester may have to return loan proceeds deemed "unearned" to the lender through the SUNY Adirondack Business Office.
- > **How and when to apply:** Same procedure as federal subsidized Stafford loan.

Federal Parent Loan for Undergraduate Students

- > **Who is eligible:** US citizens or eligible non-citizens whose child is enrolled as a matriculated student in good academic standing for at least six credits required for a SUNY Adirondack program during any given semester.
- > **How award is determined:** Award is not based on need; maximum annual loan limit is the cost of attendance, as determined by the Financial Aid Office, minus financial aid; annual interest rate is variable and is capped at 9%; repayment of interest and principal begins sixty days after the loan is disbursed; a credit check is performed on the borrower.
- > **How and when to apply:** Submit a signed request to the SUNY Adirondack Financial Aid Office no later than four weeks prior to the student's last date of attendance for the academic year for which you are requesting the loan indicating the student's name and SSN; the borrower's name, address, SSN, and date of birth as well as the loan period and desired loan amount. Currently, the FAFSA is not required if the only form of financial aid is the PLUS loan.

Alternative Student Loans

In addition to the federal loan program, some lenders offer students low-interest alternative or private student loans. If you need to borrow to finance your education you should first maximize your eligibility for federal Stafford loans. We encourage students to first meet with a Financial Aid administrator regarding the pros and cons of this financing option. Unlike the guaranteed federal student loan program, these loans involve credit worthiness and often require a cosigner. SUNY Adirondack students have utilized this program to supplement their federal loans or instead of the federal loan if they fail to meet the federal standards of academic progress.

JOB PROGRAMS

Federal Work-Study

- > **Who is eligible:** US citizens or eligible non-citizens enrolled in a degree or certificate program as a matriculated student and are in good academic standing.
- > **How award is determined:** Students who demonstrate need based on a federal formula; awarded on a first-come, first-served basis; students may work up to twenty hours per week, however, ten hours per week is standard practice.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year and respond appropriately to the interest question.

Institutional Work Program

- > **Who is eligible:** All SUNY Adirondack students who are in good academic standing. Must be enrolled in at least six credits during any given semester.
- > **How award is determined:** Students ineligible for federal work-study because they do not meet either the need or citizenship criteria are awarded on a first-come, first-served basis; students may work up to ten hours per week.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year and respond appropriately to the interest question.

SUNY ADIRONDACK SCHOLARSHIPS

Academic and need-based scholarships provided by contributions from businesses, organizations, and individuals in the local community and the College are funded through the ACC Foundation, a not-for-profit charitable corporation. In order to be considered for these scholarships, you must apply for federal aid by filling out the FAFSA.

In addition to the scholarships noted below, the Financial Aid Office coordinates "Scholarship Week" during the spring semester. Students enrolled in the spring semester who plan on returning to SUNY Adirondack at least half-time the following fall semester may submit a Scholarship Week application to the Financial Aid Office. Each scholarship carries a pre-determined award ranging from \$100 to full tuition. Most recipients are selected by the SUNY Adirondack Student Affairs Committee. Students must have a GPA of 2.5 or better to receive funding.

Academic Excellence Scholarships

- > **Who is eligible:** Selected incoming students from Warren, Washington, and northern Saratoga County high schools who meet two of the following requirements: 1) graduate in the top 10% of their class; 2) have a high school average of at least 90%; 3) have a score of at least 1200 on the math SAT or a combined SAT score of at least 1800 or an ACT score of at least 27. Selected students must decide by May 1 to attend SUNY Adirondack full-time.
- > **How award is determined:** Scholarships are for up to full tuition per semester, and will continue for four semesters, as long as a 3.0 GPA is maintained (3.20 required for third and fourth payments), and the student remains enrolled on a full-time basis. Awards are calculated by subtracting TAP eligibility from tuition costs. Minimum (\$500/semester) awards are available for students who elect not to complete a FAFSA or who are eligible for substantial TAP awards.
- > **How and when to apply:** Nominations are made through the high school guidance counselor or other home school official; nominated students will be notified by the College. All students must complete the admissions process for enrollment as a matriculated student as well.

Hill Scholarships

- > **Who is eligible:** Incoming students graduating from Fort Edward High School with a 75% or higher high school average. Selected students must decide by May 1 to attend SUNY Adirondack full-time.
- > **How award is determined:** Scholarships are for half-tuition per semester, and will continue for four semesters, as long as a 2.5 GPA is maintained (2.75 required for third and fourth payments) and the student remains enrolled on a full-time basis.
- > **How and when to apply:** Nominations are made through the high school guidance counselor; recipients will be notified by the College. All students must complete the admissions process for enrollment as a matriculated student as well.

Glens Falls Foundation Arts Scholarships

- > **Who is eligible:** Music, Communications and Media Arts, or Liberal Arts (Humanities/Social Sciences) majors enrolled in music, art, or theater courses from Warren, Washington, or Saratoga County with a 2.5 GPA or 78 high school average or 275 GED score.
- > **How award is determined:** Scholarships average \$300 per semester; based on financial need.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year; funding is limited.

Glens Falls Foundation Nursing Scholarships

- > **Who is eligible:** Nursing majors enrolled in nursing courses from Warren, Washington, or Saratoga County with a 2.5 GPA or 78 high school average or 275 GED score.
- > **How award is determined:** Scholarships average \$300 per semester; based on financial need.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year; funding is limited.

Robinson Foundation Engineering Scholarships

- > **Who is eligible:** First-time SUNY Adirondack students majoring in Engineering and enrolled as full-time matriculated students.
- > **How award is determined:** Scholarships are for \$600 per semester; and will continue for four semesters, as long as a 2.5 GPA is maintained and the student remains enrolled on a full-time basis in the Engineering major; based on financial need AFTER consideration of federal, state, and outside eligibility.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year; funding is limited.

Robinson Foundation Nursing Scholarships

- > **Who is eligible:** First-time SUNY Adirondack students majoring in nursing and enrolled as full-time matriculated students.
- > **How award is determined:** Scholarships are for \$600 per semester; and will continue for four semesters, as long as a 2.5 GPA is maintained and the student remains enrolled on a full-time basis in the Nursing major; based on financial need AFTER consideration of federal, state, and outside eligibility.
- > **How and when to apply:** Complete the FAFSA annually as early as possible after January 1 preceding the academic year; funding is limited.

VETERAN'S EDUCATIONAL PROGRAMS

Providing services to Veterans and Children of Veterans has always been a concern of SUNY Adirondack. A New York State Veteran's Counselor is available to work with students who have questions or need assistance in applying for Veteran Educational Benefits. Students can stop by Washington Hall 110 for assistance. Veteran Education Claims are processed through the Registrar's Office.

Chapter 30 - The Montgomery G.I. Bill

This program provides educational benefits to individuals that served on active duty. The Member 4 copy of your DD 214 is required. To apply for this benefit please visit <http://www.vba.va.gov/pubs/forms/VBA-22-1990-ARE.pdf>.

Chapter 31* - Vocational Rehabilitation for Service-Disabled Veterans

This program is for individuals who have a service connected disability. The U.S. Department of Veteran Affairs determines that training and rehabilitation services are needed to overcome an employment barrier. Veterans should contact the Chapter 31 Case Manager at the VA Medical Center, 113 Holland Avenue, Albany, NY 12208. The Case Manager can be reached by phone at (518)626-5692 or (518)626-5693. Once eligibility has been established, the Case Manager will issue a signed 22-1995, either to the student or to SUNY Adirondack's Veterans' Certifying Official.

Chapter 33 - Post-9/11 G.I. Bill

The Post-9/11 GI Bill is for individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 GI Bill. The Member 4 copy of your DD 214 is required. This program will pay eligible individuals tuition & fees** directly to the school. Students will also receive an annual books & supplies stipend of \$1,000 paid proportionately based on enrollment. The program will also pay a monthly housing allowance based on the Basic Allowance for Housing for an E-5 with dependents at the location of the school. Information on the housing allowance rates can be found at <http://www.defensetravel.dod.mil/perdiem.bah.html>. To apply for this benefit please visit <http://www.vba.va.gov/pubs/forms/VBA-22-1990-ARE.pdf>.

Chapter 35 - Dependents Education Assistance Program

This program is for the dependents (spouse or children) of individuals who die or are permanently disabled from service connected causes. To apply for this benefit please visit <http://www.vba.va.gov/pubs/forms/VBA-22-5490-ARE.pdf>.

Chapter 1606 and/or 1607 - Montgomery G.I. Bill-Selected Reserve

These programs are available to members of the Selected Reserve, including the National Guard. The form DD2384 (NOBE) is required. To apply for this benefit please visit <http://www.vba.va.gov/pubs/forms/VBA-22-1990-ARE.pdf>.

** Students receiving Chapter 31 and 33 benefits are ineligible for the NYS TAP, part-time TAP, and APTS programs.*

*** Receipt of these awards will reduce or eliminate a student's eligibility for NYS awards which are intended to cover tuition charges only.*

FEDERAL TAX CREDITS

Students who pay by cash, check, credit card, or with federal student loans may be eligible to receive a tax credit. The tax credit is for tuition less any financial aid grants, scholarships or tuition reimbursement received. The Business Office may provide a 1098T in January identifying your qualified charges and financial aid totals. You can also view/print your 1098T tax information in the Student Account section of Banner Self Service. Questions concerning these tax credits should be directed to a tax professional or IRS representative.

a student life

SUNY Adirondack is proud to offer a variety of academic, social, cultural, and recreational organizations to enhance your student life experience. SUNY Adirondack encourages you to become involved in student life in any capacity, from attending campus programs to assuming a leadership position in a club or with the student government.

All organized student activities are scheduled through the Student Activities Office in order to avoid conflicts. Activities will be placed on the calendar on a first-come, first-served basis. Participation in the activities program is available to all full-time and part-time students.

STUDENT CLUBS

- | | |
|------------------------------------------------------------------|----------------------------------------------------|
| > SUNY Adirondack Green Community | > Culinary Arts Club |
| > SUNY Adirondack Military Club | > Expressions |
| > SUNY Adirondack ROCX
(Outdoor Adventure/Rock Climbing Club) | > Gaming Club |
| > Adirondack Broadcast Association (ABA) | > Gamers Unlimited Club |
| > Adirondack Business Club | > MECS (Math, Engineering & Computer Science) Club |
| > Anime Club | > Media Arts Club |
| > Anthropology Club | > New Horizons (Adult Returning Students) |
| > Chi Alpha Bible Study | > Phi Theta Kappa Honor Society |
| > Chinese Club | > Plattsburgh Psychology Club |
| > College Activity Board (CAB) | > Student Nurses Club |
| > Criminal Justice Student Organization | > Student Senate |

In addition, funds are set aside for any group of students who wish to develop a special interest with a sound purpose, upon petition to the Senate.

The College Activity Board arranges a series of programs for SUNY Adirondack students throughout the year, with funds provided from the student activities fee. Programs include music, drama, entertainers, children's holiday parties and coordination of other special events. In addition, student clubs and classes coordinate bus trips to metropolitan areas such as New York City and Boston to attend theaters and visit museums. SUNY Adirondack also hosts campus visits by writers, political leaders, and other notable speakers.

ATHLETICS

Intercollegiate Athletic Program

The Intercollegiate Athletic program is designed to provide opportunities for those students who wish to participate in certain sports activities and who desire to represent the College in competition with other collegiate institutions. The program is affiliated with the National Junior College Athletic Association and the Mountain Valley Collegiate Conference. Varsity-level soccer, volleyball, basketball, softball, tennis, and bowling are offered for women. Varsity-level baseball, soccer, basketball, bowling, and golf are offered for men. The College operates in compliance with Title IX of the Education Amendments of 1972.

All prospective student-athletes must be enrolled full time (at least 12 credit hours) during the season of their competition and meet minimum academic eligibility requirements of passing at least 12 credit hours with a 1.75 GPA or better each semester. Transfer student-athletes must meet the same requirements for their cumulated course work. Second-season athletes must have accumulated at least 24 credit hours with a minimum 2.0 GPA.

SUNY Adirondack is a member of Region 3 of the National Junior College Athletic Association. The region encompasses all of New York state north and west of Kingston and totals approximately 31 member two-year institutions, some of which represent national powers in such sports as soccer and bowling. The program is affiliated in a more local way with the Mountain Valley Collegiate Conference, which is an association of ten two-year colleges offering about twelve various sports programs to its men and women members. The Conference is one of the most competitive in the state.

Intramural Athletic Program

The Intramural Athletic program is organized to offer all students the opportunity to take part in sports or recreational physical activity as regularly as their interests and time permit. Activities in the program include: touch football, volleyball, basketball, badminton, and softball. All intramural activities are co-educational.

INTERNATIONAL STUDY

Travel-and-study opportunities may be made available through the Committee on International Education. Previous trips to England, Greece, and Italy afforded opportunities for in-depth study in archaeology, literature, art, and other disciplines.

MUSIC

The music program at SUNY Adirondack offers students a wide variety of opportunities to use and develop musical skills. Performing organizations in which students may participate include Chorus, Symphonic Band, Brass Ensemble, Woodwind Ensemble, Percussion Ensemble, String Ensemble, Jazz Ensemble, Piano Ensemble, Guitar Ensemble, and the Mountaineers (a select vocal ensemble). Each organization performs on several occasions during the school year.

THEATER

The SUNY Adirondack Theater Program presents one major production each semester. Students present a special performance of each major production for area high school students. This is presented at the SUNY Adirondack Theater during school hours and is free of charge.

The College also has a Touring Theater for Children each fall term. The Touring Theater for Children travels to elementary schools, during school hours, presenting entertaining and educational material. Each semester 3,000 to 5,000 young people view the production. This is free of charge to schools.

VISUAL ARTS GALLERY

The Visual Arts Gallery, located in Dearlove Hall, schedules a variety of exhibitions that emphasize creativity, vision, and imagination. Included are group and solo shows by artists of local, national, and international reputation. A juried exhibition of student art takes place in late April and May, followed by a First Year's exhibition of work by recent BFA and MFA graduates in our area who have had contact with SUNY Adirondack in the past.

In 1999, the college received an art collection from the late Hudson Falls poet, William Bronk. This art forms the basis of the SUNY Adirondack Art Collection which continues to grow. The work is displayed in public places throughout the campus.

DISNEY INTERNSHIP

The Business Division is responsible for coordinating the Walt Disney College Internship Program on campus. Disney's unique "College Program" provides students with real work and life "expEARrience" through entry-level Cast Member positions such as: Attractions; Characters; Culinary Assistant; Hospitality; Life guarding; Merchandise; Recreation; Quick Service Food & Beverage; Transportation; and many more. You can drive one of the monorails or, if you are selected, become Tigger for a semester! The learning experience consists of the required Disney "Traditions" class and your choice of classes including tracks in Communication, Leadership, Hospitality, and Human Resources. This program is open and available to all students at SUNY Adirondack that are in good academic standing. Presentations and interviews for Spring and Spring Advantage semesters are held in the fall, and in the spring, for Fall and Fall Advantage Program. This is a six credit semester-long course and students must register for BUS 285. For further information log in to www.wdwcollegeprogram.com.

RADIO-TELEVISION

SUNY Adirondack operates 92.7 WGFR, the College's FM radio station. Students broadcast alternative music, entertainment news, sports, and public service announcements to surrounding communities. A five-week DJ training program is held at the start of each semester. The training program is free and open to all students enrolled at SUNY Adirondack. WGFR is a member of the Intercollegiate Broadcasting System (IBS). Each spring, SUNY Adirondack students attend the annual IBS convention in New York City. During the three-day event, students share ideas with other college radio programmers from around the country and network with industry professionals.

The Adirondack Broadcast Association (ABA) produces the annual telethon for Prospect Child and Family Center each spring. The telethon is seen on two regional cable systems. ABA members also organize a local rock concert to raise money for Prospect School and perform disc jockey "road shows" to fund two SUNY Adirondack scholarships awarded by the ACC Foundation. Membership in ABA is open to all SUNY Adirondack students regardless of major.

Each semester, students in the broadcast courses produce Adirondack INsight, a 30 minute TV news magazine featuring subjects from the SUNY Adirondack campus. The program is shown on local cable television.

STUDENT ACTIVITY FEE

Each full-time student pays a \$59 activity fee each semester. Each part-time student pays \$3.75 per credit hour activity fee per semester (fees subject to change). Between 33% and 40% of this is used to operate the College's intercollegiate athletic programs. The remainder is administered by the student government to operate the student activities program.

STUDENT ID CARD

A student identification card is issued to full-time and part-time students. The SUNY Adirondack ID card is required for book sign-outs from the Library, textbook buyback and check cashing at the College Bookstore, and is also required for admittance and/or discount prices to certain college functions.

COUNSELING, CAREER AND TRANSFER SERVICES

College students are faced with many choices. Counselors are available to help with concerns such as:

- > Career decision making
- > Choosing or changing a major
- > Transferring to a four-year college
- > Personal problems that are interfering with academic success.

Counselors also present workshops throughout the academic year in areas such as time management, study skills, note taking, transferring, conflict management, communication, and stress management. Students can contact the Counseling Office at 743-2278.

Individualized Counseling and Registration

All first-time matriculating students are assisted by a counseling staff member or advisor on an individual basis for their initial registration. This individualized approach, called "Educational Planning and Registration Appointment," has proven to be an effective method of helping students make the transition into the College smoothly. Students are able to discuss their major, degree requirements, transfer plans, career development, and other matters before they begin their studies at SUNY Adirondack.

Academic Advising

Academic advisement refers to the services designed to assist students in following their academic program of study. Advisement also involves challenging students to develop a clear understanding of how course selection impacts career and transfer goals. At SUNY Adirondack students can take advantage of advising services in the Advisement and Career Services Center in Warren Hall as well as other opportunities on both the main and Wilton campuses.

Transfer Counseling

Counselors at SUNY Adirondack help students plan for transfer through the following activities:

- > Facilitate workshops on the "transfer process"
- > Advise students regarding transfer requirements and preparation
- > Provide information on "articulation agreements" and transfer opportunities with four-year institutions
- > Provide students with information on transfer scholarship opportunities

Quick Guide to Transferring

If you are planning to transfer from SUNY Adirondack, it is generally advisable to complete associate degree requirements first, although transfer of coursework is still possible without degree completion. SUNY Adirondack has established formal transfer agreements with numerous public and private colleges and universities in New York State and throughout the Northeast. Some suggestions for making a smooth transfer include:

- > Investigate possible transfer colleges before admission to SUNY Adirondack or as early as possible in your College career. Have two or three specific transfer colleges in mind, and study the catalogs for each, carefully.
- > Plan your courses at SUNY Adirondack so that they coincide with courses normally required of freshmen and sophomores at your desired four-year college. Laying the foundation for the baccalaureate degree while you are a student at SUNY Adirondack will save you time and money.
- > Investigate costs at the four-year college and design a financial plan. Check with the SUNY Adirondack Financial Aid Office and the four-year college's Financial Aid Office to find out what you may be eligible for and what your actual cost will be.
- > Talk with four-year college admissions counselors who visit the SUNY Adirondack campus. Each year, representatives from colleges all over the northeast come to the campus for fall and spring Transfer Days and College Nights to talk with students about transferring.

- > Plan a visit to the colleges you are considering. It is helpful in your decision making to visit four-year college campuses and to speak with admissions personnel. In addition, some colleges require or recommend an admissions interview.

Four-Year Partnership Programs

SUNY Adirondack has unique partnership programs with several four-year institutions. The following colleges offer a variety of bachelor degree completion programs on the SUNY Adirondack campus.

- > SUNY Plattsburgh
- > SUNY Empire State College
- > Paul Smiths College

Transfer Opportunities

If your future includes plans to transfer from SUNY Adirondack to other four-year schools within the SUNY system or other private colleges and universities, you will want to explore the transfer opportunities available to SUNY Adirondack students. On our website there is a list of colleges for which we have established transfer agreements or "2 plus 2" programs that will allow a student to complete two years at SUNY Adirondack and then transfer to complete the final two years at a four-year institution. Keep in mind that these are subject to change and that it is always a good idea to consult with one of the "transfer counselors" in the Counseling Office. The most up to date agreements can be found on the SUNY Adirondack Website.

Career Services

The Advisement and Career Services Center is located in Warren Hall. The office assists students and alumni in career decision making as well as in finding full and part-time employment. A wide array of services are available including:

- > Individual career counseling with an emphasis on assessing interests and work-related values.
- > *Discover* - a web-based career planning and college search system. *Discover* can be accessed from any Internet connected computer at any time.
- > Online job bank which includes full-time, part-time and seasonal jobs, as well as experiential learning opportunities in government, education, and nonprofit organizations.
- > College credit for community service, including NYS Assembly.
- > Job search skills assistance, including individual and group assistance with resume writing, interviewing skills, and job hunting techniques.
- > Job Fairs including community-wide Job Discovery, Health Sciences Job Fair, Part-Time Job Fair, Community Service Fair.

Students and alumni seeking career decision making or job search assistance should visit the office or call (518)832-7708.

LIBRARY

The Library provides a comfortable place for students to do research and study. The Library houses over 60,000 volumes, including more than 5,000 reference books. The Library has 24 computers available for on-campus access to library databases and the Internet, as well as wireless access for laptops. Students may reserve group study rooms.

Accessible equipment and software is available. If you need assistance with its use, please ask a staff member.

The SUNY Adirondack Library subscribes to numerous online databases to provide access to full text scholarly journals and college level reference materials for academic research. Access to these materials is available 24 hours a day from off campus with a student network account. The Library's Web page offers customized research guides and tutorials on popular research topics.

Librarians are available whenever the library is open to assist students with their research and teach students how to navigate the often complex world of information resources. They also provide introductions to library resources through scheduled workshops, courses, and course-integrated and one-to-one instruction.

The Library offers quick access via interlibrary loan and courier deliveries to materials at other SUNY libraries and to those of private colleges and universities throughout the country.

The library is located in the Scoville Learning Center building. The SUNY Adirondack Library Web page can be accessed at <http://www.sunyacc.edu/library>. The Library's main phone number is (518) 743-2260. Library hours are posted on the Library's Web page.

STUDENT COMPUTING CENTER

Located on the lower level of the Scoville Learning Center, the Student Computing Center includes an open lab area and several computer classrooms. Students are encouraged to use any of the Center's PCs for class assignments. Software available within the Center includes word processing, database, spreadsheet, and graphic programs, as well as a variety of programming languages. There are also a variety of software and hardware items available for those with specialized learning needs such as Kuzweil 3000, Zoomtext, color-coded keyboards and OCR scanners. If you need assistance with its use, please ask a staff member. Assistants answer student's questions and solve hardware and software problems. Computer workshops are conducted on a variety of topics throughout each semester.

The SUNY Adirondack Wilton Center offers an open computer lab area and tutoring Monday through Thursday 8:00 a.m. to 10:00 p.m. during the fall and spring semesters. Please call (518) 584-3959 for summer hours.

MATH TUTORING CENTER

Faculty and student tutors are available in Room 126, Dearlove Hall, to assist math students. The Center is open five days a week including some evenings.

Math tutoring is available at our Wilton Center Monday through Thursday. Please call (518) 584-3959 for tutoring hours.

CENTER FOR READING AND WRITING

The Center for Reading and Writing offers students the opportunity to discuss papers and/or reading materials from any discipline or class. Faculty and student writing assistants will offer help with brainstorming ideas, organizing, revising, and editing. Reading tutors will share strategies for successfully tackling textbook reading and will address questions about potential disabilities, speed, vocabulary development, and so on.

The Center is located on the first floor of the Library. Open five days a week including some evenings. Assistance is also available at the Wilton Center, Monday through Thursday. Please call (518) 584-3959 for hours.

ACCESSIBILITY SERVICES

The Accessibility Services Office at SUNY Adirondack is committed to providing students with disabilities with an equal opportunity to benefit from all of its programs, services, and activities by providing access, reasonable accommodations, and effective communication in accordance with the Americans with Disabilities Act Amendment Act of 2008 (ADAAA), Americans with Disabilities Act of 1990 (ADA) and section 504 of the Rehabilitation Act of 1973. The Office also assists with coordinating services for students sponsored by programs and agencies such as Vocational Educational Services for Individuals with Disabilities (VESID), and the Commission for the Blind and Visually Handicapped (CBVH), to support eligible students in pursuing higher education.

Students with disabilities are encouraged to contact the Accessibility Services Office as soon as they have committed to attending SUNY Adirondack. This will allow ample time to verify eligibility and to begin the process of identifying appropriate accommodations or support services based on individual need.

CHILD CARE SERVICES

The Robert Hutchinson SUNY Adirondack Child Care Center is a nonprofit day care center located on the SUNY Adirondack campus. The Child Care Center is a collaborative program involving SUNY Adirondack, the Faculty Student Association and Warren County Head Start/Early Head Start, Inc. The Child Care Center exists to provide care for children while parent/guardians are attending classes on campus.

The Center is licensed to provide child care for children 6 weeks to 5 years of age and is accredited by the National Association for the Education of Young Children. Hours of operation are 7:30am to 5:00pm (Monday-Thursday) and 7:30am to 2:00pm (Friday) on those days when college is in session.

HEALTH AND EMERGENCY CARE

SUNY Adirondack does not maintain a health center, or employ a physician or nurse. There are many excellent physicians and dentists in the area who will accept new patients, and Glens Falls has an excellent hospital.

In emergency situations, SUNY Adirondack contacts a local emergency service to transport sick or injured students to the emergency room of the Glens Falls Hospital. In the case of sick or injured students not requiring emergency aid, the College will assist in making arrangements to transport students home. All full-time students purchase accident insurance; health insurance is also available.

ACCIDENT AND HEALTH INSURANCE

Every full-time student has accident insurance that affords protection while on campus and during any activities off campus that are sponsored and supervised by the College during the academic year. This coverage is not to exceed \$2,500 per accident. The policy covers only accidents and does not cover sickness.

For students who do not have health insurance, further information may be obtained from the Office of the Dean for Student Affairs on individual or family health insurance plans available from outside carriers. The brochures include costs, details of coverage, and an application.

PARKING

All students are required to register their vehicles with the Facilities Office located on the lower level of Warren Hall. Students are required to park in student parking lots only. Failure to observe campus parking regulations will result in a fine.

PUBLIC TRANSPORTATION

Busses are available between Glens Falls, Queensbury, and the College, during the day and evening. For current schedules and handicap accessibility, call Glens Falls Transit at (518) 792-1085.

TRIO UPWARD BOUND

TRiO Upward Bound is fully funded by the United States Department of Education and is offered in partnership with SUNY Adirondack to high school students in 9th through 12th grades from pre-defined school districts in Warren, Washington and Saratoga Counties at no cost to the students or their families. Upward Bound provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

TRiO Upward Bound hosted by SUNY Adirondack serves as a student advocate by encouraging participants to develop the skills and motivation necessary to graduate from high school, enroll and succeed in postsecondary education, under the guidance of applicable legislation, regulations and the current grant proposal. The program provides a diverse range of opportunities for students in the areas of personal development, academic skill building, career awareness and college preparation. The program maintains close ties with the communities it serves in order to better forecast appropriate interventions for participants, and to ensure that it continues to be relevant to the communities it serves.

There are two main components of the TRiO Upward Bound program at SUNY Adirondack: the academic year and the summer program. For their participation in both, students are eligible to earn a stipend.

During the academic year, students work closely with their Upward Bound Advisor during biweekly In School Visits, and receive services in some or all of the following areas: tutoring and mentoring, academic and career counseling, personal advisement, cultural events, monitoring progress, ACT/SAT preparation, financial aid advising, and field trips and workshops. The summer program provides an opportunity for students to immerse themselves in a college experience. During the six-week program, required courses in math, laboratory science, composition and literature, and foreign language are offered, as well as elective courses, personal growth and leadership development opportunities.

Students are also offered the opportunity to participate in community service, recreational activities, cultural events and overnight college trips that will help them to build new and lasting relationships with other TRiO Upward Bound students and develop a greater understanding of the world around them. The shared goals among all activities and courses provided through TRiO Upward Bound are designed to expose students to new and different experiences, teaching them to become active participants in their own learning, and preparing them for the social and academic challenges of postsecondary education.

For questions regarding eligibility for TRiO Upward Bound or to obtain an application, please contact our office at SUNY Adirondack.

- > Phone: (518) 743-2299
- > Facsimile: (518) 832-7608
- > Web Address: http://www.sunyacc.edu/student_life/student_services/upward_bound.html

ADVISEMENT AND CAREER SERVICES CENTER

Located in Warren Hall, the Center serves as a “hub” for academic advisement and degree management services (see Academic Advisement for more information). At key times during the semester, our trained academic advisors staff the Center, helping students identify coursework and check the status of their academic plans. We are also available to assist students in using Banner, SUNY Adirondack’s student information system. The Center provides standardized placement testing in Math and English for all matriculated students. The Center also houses the Student Outreach System (SOS), which is designed to help us intervene with students who are experiencing some barriers to reaching their academic goals.

- > Contact Us:
- > Phone: (518) 832-7708
- > E-mail: advising@sunyacc.edu
- > Website: <http://www.sunyacc.edu/page5445>



CAMPUS SECURITY

In accordance with Article 129-A of the Education Law, the Advisory Committee on Campus Safety will provide, upon request, all campus crime statistics as reported to the United States Department of Education. Information pertaining to crime statistics may be found on www.highered.nysed/QualityAssurance/home.html.

academic regulations & policies

ACADEMIC HONESTY

Academic honesty is at the core of each student's education. Simply put, every SUNY Adirondack student is responsible for doing his or her own work. Examples of dishonest behavior such as cheating and plagiarism are subject to penalty as determined by the Dean for Special Academic Services and/or the College Disciplinary Review Board. These penalties may include suspension or dismissal.

ATTENDANCE

Students are expected to attend all classes and laboratory sessions, unless prevented by illness or other unavoidable situations. Any absences should be explained to each instructor, and the instructor may impose penalties when absences cause completion of the course work to be difficult or impossible. Numerous absences, especially if they are without good reason, may result in a final grade of X or F. Financial aid can be withdrawn for non-attendance. Students should verify the specific attendance policy of each instructor.

AUDIT POLICY

Students may audit course(s) on a space-available basis. The same tuition charges per credit hour apply to audited courses as credit courses. An audit carries no credit, has no grade point equivalent and is recorded as an O grade on the transcript. Although the course is entered onto a transcript, it does not affect a student's full or part time status and does not meet financial aid eligibility requirements.

At the time of registration, students must designate audit status on their registration form for the audited course. Students may change from credit to audit or audit to credit status in a course prior to the end of drop/add registration period. Regular attendance and other assignments stipulated by the instructor are required.

CHANGE OF ADDRESS

The College needs to communicate with its students on a recurring, as well as on an emergency, basis. If a telephone number or a permanent address changes, please fill out a Change of Address Form at the Registrar's Office. This will prevent having communications from the College sent to the wrong address.

CHANGE OF COURSES DURING THE FIRST WEEK

Should it be necessary to drop or add a course or change to a different section during the first five days of each fall and spring semester, obtain a Drop/Add form and present it to the Registrar's Office. Drop/Add takes place during the first five days of each fall and spring semester, and a proportionate time during the winter and summer sessions.

CONFERENCE COURSE/INDEPENDENT STUDY

A Conference Course is a class that the College normally provides but that is not offered during a particular semester. Conference courses are open to matriculated students currently pursuing a degree who have received the instructor's approval and have provided a justified need.

An Independent Study is an informal course and/or project not otherwise offered by the College, which provides the student with an opportunity to pursue topics in depth. Independent Study is ordinarily open only to matriculated students currently pursuing a degree who have a GPA of 3.0 or better.

Conference Course and Independent Study forms are available through the Registrar's Office. It is the students responsibility to make appropriate arrangements with a faculty mentor and to secure the permission of the department chair person and Vice President for Academic and Student Affairs before registering for the course.

CURRICULUM CHANGE PROVISION

If changing a course of study, a matriculated degree seeking student may request the elimination of any course that was required in the previous curriculum, for which a grade of C- or below was received. Students may file a letter with the Registrar after completing 12 or more credits with a 2.0 GPA in the new curriculum. Grades for courses which are NOT particular to the first degree program and Liberal Arts courses are not considered under this provision.

FRESH START RULE

Students who return to SUNY Adirondack and matriculate, after an absence of five or more years, and successfully complete 12 credits with a GPA of at least 2.0, may petition the Registrar to have previous grades of C- or below excluded from the current GPA. Under this rule, students receive credit and retain the grades for all courses previously passed with a grade of C or above. No credit is received for courses with grades of C- or below, and those courses are disregarded when the GPA is calculated. All courses and grades remain on the record.

REPEATED COURSES

Courses in which grades of C-, D, or F are received, may be repeated once for credit. The highest grade will be calculated in the GPA. A course in which a grade of W or X was received during a previous registration is not considered a repeat.

Individuals who receive a grade of D or F in a course at SUNY Adirondack may repeat the course at another institution. When the transfer grade of C or better is received by the College, the course will be counted for credit and the credits, grade, and quality points, if any, of the initial registration in the course will be excluded from the GPA.

SECOND DEGREE

It is possible to earn an additional degree or certificate at SUNY Adirondack, providing the second program is essentially different. To be essentially different, the two programs must have a minimum of 18 credit hours difference in their core requirements. All general education courses from the first degree may be applied to additional degrees.

SENIOR AUDIT POLICY

SUNY Adirondack welcomes residents who are 60 years or older to participate in our senior audit program. Students may use the senior audit registration option beginning one week prior to the start of class up to the last day of the add/drop period. This program allows seniors to register for courses tuition-free on a "space available" basis. Enrollment is subject to instructor approval and senior audit students shall comply with course requirements, as specified by the instructor. Please note that grades will not be recorded or kept on file for any course taken under the senior audit program.

Participants in the program are eligible to take any course listed in the SUNY Adirondack College Schedule of Courses EXCEPT:

- > Adventure Sports (exceptions: AVS 140 and AVS 230 are open to senior audit)
- > Communication and Media Arts program major courses
- > Computer Science (exceptions: CIS 11, CIS 119, and CIS 125 are open to senior audit)
- > Culinary Arts
- > Engineering
- > Lab Science Courses
- > Music (exceptions: MUS 101, MUS 103, MUS 105, and MUS 110 are open to senior audit)
- > Nursing
- > Radio/Television program major courses
- > Technology
- > Veterinary Science Technology

INCOMPLETES

Failure to complete the requirements of a course due to illness or other circumstances acceptable to the instructor as beyond the control of the student will result in a grade of I. An incomplete grade may be changed to a letter grade by the instructor if the student completes the requirements of the course before the end of the next regular (fall or spring) semester or other deadline established by the instructor. A grade of incomplete which has not been changed by the end of the grace period becomes an F. The responsibility for the elimination of an incomplete grade and the proper entry on the permanent record lies entirely with the student.

STUDENT RECORDS

SUNY Adirondack will uphold student confidentiality rights and protect access to information as provided by the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Except as allowed by law, information from the student's record will only be released with prior written consent of the student. FERPA legislation permits the college to release the following information without consent.

Directory Information

Directory Information can be released unless the student has filed a written request to the Registrar's Office to withhold this information. Requests objecting to the release of information must be made in writing within fourteen days following the first day of classes. The failure of any student to specifically object to the release of certain or all categories of the information listed below within the time indicated will be interpreted as approval.

The college considers the following information as "directory information":

- | | |
|--------------------------------|----------------------------------|
| > Name | > Dates of attendance |
| > Address | > Major field of study |
| > Phone number | > Graduation and degrees awarded |
| > Student campus email address | > Honors and awards |
| > Date of birth | > Credit hours earned |
| > Enrollment status | |

Note: Information may be shared among SUNY Adirondack faculty and staff who have a legitimate educational interest in the student. Academic information may also be shared with the parents of students who complete a FERPA Waiver authorizing the release of their academic records, or if the parents provide the Registrar with an annual copy of their federal income tax return documenting the student as a dependent.

Students retain the right to inspect and review the contents of their education records. In order to do so, a written request must be made through the Registrar's Office. In such cases, a meeting will be established within 45 days of the request to permit the student to review materials.

Students have the right to request an amendment of their education records if the student believes the record is inaccurate or misleading. Students should submit their request in writing to the Registrar's Office, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading. The college will notify the student in writing of their decision of whether or not to amend the record. The college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

SUNY Adirondack will comply with a written request initiated by the student to supply information on their behalf. Such requests must be signed and dated and include the specific records or information to be disclosed, the purpose of the disclosure and the person to whom the information is to be released.

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by State University 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 Ave. SW
Washington, DC, 20202-4605

WITHDRAWAL

If it is necessary to withdraw from a course or courses during a semester, students must obtain a form from the Registrar's Office. Students are entitled to an automatic W during the first 10 weeks of the semester if they initiate the process. Withdrawal during the last 5 weeks of the semester is at the discretion of the instructor. Students need to be aware that withdrawing from a course may have financial aid consequences, and they should consult with the Financial Aid Office before attempting to withdraw.

Medical/Compassionate Withdrawal

A student can request a medical/compassionate withdrawal where extreme illness, injury or other significant situation prevents a student from completing classes. The extraordinary circumstances for the student withdrawal request generally involve severe physical or mental health difficulties, sudden death of an immediate family member, or unexpected care to a seriously ill family member.

Students are required to complete the Medical/Compassionate Withdrawal Form. This form is available at the Registrar's Office in Warren Hall. The student must submit the completed form, with appropriate documentation, to the Registrar's Office. This information will be reviewed by the Medical/Compassionate Withdrawal Committee and students will be notified by mail of the committee decision.

If a withdrawal has been granted, the committee will use the information provided by the student/healthcare provider to determine the effective date of withdrawal. This date is used to calculate the percentage of tuition and fees that should be refunded, if any, and may result in a recalculation of financial aid eligibility. Medical/Compassionate withdrawals will be reflected on the student's academic transcript with a grade of W for each course and a notation on the transcript stating that a medical/compassionate withdrawal was granted for the semester.

GRADING SYSTEM

Standards of achievement and credit allocation in each course offered at the College are intended to be commensurate with those normally maintained by institutions which grant the baccalaureate degree. Regulations regarding attendance and maintenance of academic requirements are the same for part-time and full-time students.

Grades

Grades are assigned for each course at the close of the semester according to the following criteria:

A	Achievement of superior quality
B	Achievement of good quality
C	Achievement sufficient for continued study
D	Minimal passing grade
F	Failure
W	Official Withdrawal, student initiated
I	Incomplete
O	Audit. No credit or regular grade given for the course. Regular attendance and other requirements stipulated by the instructor are required.
T	Transfer Credit
S	Successful
U	Unsuccessful
X	Lack of attendance or maintaining course requirements

Note: Many courses that require prerequisites will accept only a grade of C, or in some cases C+, or higher.

Grade Point Average

Quality points used in computing the academic averages of students are assigned to grades as follows:

A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0
B-	2.7	D-	0.7
C+	2.3	F	0.0

The number of quality points gained for each course equals the product of the number of credit hours for that course multiplied by the quality point equivalent of the final letter grade.

Semester grade point averages are computed for each student, following the close of each semester. The total number of quality points accumulated for the semester is divided by the total number of credit hours attempted in the semester. W, X and I grades are not counted.

Cumulative Grade Point Averages are computed for each student following the close of each semester. The total number of quality points accumulated at the College is divided by the total number of credit hours attempted at the College. W, X and I grades are not counted.

ACADEMIC STANDARDS

Degree and/or certificate programs require a cumulative grade point average (GPA) of 2.0 for all courses taken to complete an associates degree or occupational certificate and to maintain good academic standing.

The following standards have been established regarding warning, probation, and dismissal.

Credits Attempted ¹	Warning GPA ²	Probation GPA ³	Dismissal GPA ⁴
0 - 18	1.51 - 1.99	0.00 - 1.50	-
19 - 36	1.76 - 1.99	1.26 - 1.75	0.00 - 1.25
37 - 54	1.91 - 1.99	1.51 - 1.90	0.00 - 1.50
> 54	-	1.81 - 1.99	0.00 - 1.80

¹ Includes transfer credit and all SUNY Adirondack credits for which a student registers.

² Applies to part-time student once he or she has attempted twelve credits.

³ Full-time students on academic probation may register for a maximum of 13 credit hours. Part-time students on academic probation may be restricted to certain course work.

⁴ Student may not re-register for one calendar year. If the student then returns, he or she must maintain a 2.0 or higher average or will be dismissed again. Readmission after a second dismissal requires permission of the Dean for Student Affairs.

A student may be judged "not in good academic standing" and subject to academic action if she or he:

- > accumulates six or more unfinished (W, X or I) grades, or
- > has had GPAs of less than 2.0 for three or more semesters or has attempted 36 or more credit hours and has a GPA below 2.0.

Students will be notified of academic status as soon as the information is available.

Academic Warning

A student will be considered to be on academic warning if he/she has a GPA below 2.0. Academic warning is designed to assist students who appear to be having difficulty in meeting Satisfactory Academic Progress (SAP). It is recommended that students on academic warning enroll in a maximum of 13 credit hours for the upcoming semester. Students placed on academic warning should work with the College's counselors in selecting courses.

Academic Probation

A student who does not maintain the minimum GPA noted in the chart based on the total attempted credit hours, will be considered on academic probation. The consequences of academic probation are:

- > A student is no longer eligible to receive federal financial aid.
- > A student may not register for more than 13 semester hours.

Students placed on academic probation should work with the College's counselors in selecting courses.

Academic Dismissal

A student who accumulates more than six W's, X's and/or F's may be dismissed by the College and will not be allowed to return for one calendar year.

Process to Appeal Academic Dismissal

A student who has been dismissed from the college can submit an appeal for re-admission to the Academic Appeals Board. The Board may extend special consideration to those whose circumstances or academic records indicate that such consideration is warranted. If a student is re-admitted, he/she may then appeal to the financial aid waiver committee for a federal financial aid waiver, if needed.

ACADEMIC HONORS

A President's List is prepared of those students whose grade point average is 4.0 or higher for full-time students taking 12 credits or more that semester, with no grades of W, X, I, U, or O.

A Dean's List is prepared each semester of those students whose grade point average is 3.20 or higher for six or more credits that semester, with no grades of F, W, X, I, U, or O.

Graduation honors are awarded for the cumulative grade point averages listed below:

3.20 - 3.49	Cum Laude
3.50 - 3.79	Magna Cum Laude
3.80 - 4.00	Summa Cum Laude

QUALIFICATIONS FOR GRADUATION

It is the student's responsibility to select appropriate courses to meet their educational, transfer, and career goals. Students are encouraged to seek advising services as needed to understand their academic degree and the requirements for completion. Students are responsible for their educational experience in and out of the classroom. Those students seeking a waiver to their degree requirements should contact the advisement or counseling offices.

To receive a degree or certificate, a Graduation Application must be on file. The application, which must be audited by an advisor or counselor, is available in the Registrar's Office.

Specific qualifications for graduation include:

1. Completion of degree or certificate requirements with a GPA of 2.0.
2. Completion of the residence requirements for specific degree or certificate programs. See section entitled Residence Credit for more detailed information.

GRADUATION

Attendance at the graduation ceremony, held in May, is encouraged. In absentia requests are part of the application form. Application deadlines are as follows:

- > November 30th for January graduation
- > March 31st for May graduation (commencement)
- > July 31st for August graduation

Students who earned their degree in January or who are scheduled to complete their program requirements during the spring or summer semesters are eligible to participate in the May commencement ceremony.

A student may not be entitled to participate in commencement exercises and/or receive a diploma if he/she is involved in any disciplinary proceedings.

distance learning

GOAL

Access! Opportunity! Connect! Learn! is the goal of SUNY Adirondack's initiative for distance learning. SUNY Adirondack aims to increase access and opportunity for getting a great education by providing course delivery options that meet the needs of busy people with many demands on their time.

Through distance learning, students can take Web-based courses anywhere they have access to a computer and the Internet.

ABOUT DISTANCE LEARNING

Students can take a SUNY Adirondack online internet-based course from the comfort of their home, their office, or anywhere else they can work on a computer with Internet service. SUNY Adirondack online courses are similar to traditional classroom courses in that they are both taught by the same experienced faculty and have the same kind of readings, assignments, and deadlines. Online courses are not self-paced. They follow the same semester calendar as campus-based courses.

In contrast to classroom courses, however, online courses are asynchronous - students and faculty aren't gathered in the same place at the same time to work together. Instead, within the deadlines of each assignment, online students can log into their course any time of day or night. One student may visit his course at midnight while another begins her online studies at 6 a.m. Faculty and students also swap ideas and questions via asynchronous assignment and discussion tools right in the online course. No "real time" online chats or campus visits are required.

Online students can build their "class" time around all the other demands of their work schedule and family responsibilities instead of having to attend class at a fixed time every day. Online courses are also ideal for current part-time students who want to take classes full-time but who can't be on campus more than a few hours a week. And what student hasn't run into the problem of finding out that two required courses are being offered at the same time. This kind of scheduling conflict doesn't happen with online courses.

DISTANCE LEARNING OPPORTUNITIES

SUNY Adirondack provides students with the opportunity to take significant portions of several degree programs online. In addition, a wide variety of online course offerings are available to satisfy liberal arts, general education and elective requirements.

Degree Programs

Many courses in these degree programs are offered online:

- > Accounting AAS
- > Business Administration AAS
- > Business Administration AS
- > Liberal Arts and Science AA/AS
- > Marketing AAS

Course Offerings

SUNY Adirondack offers online courses in the following disciplines:

- | | |
|--------------------|---------------------------------|
| > Art History | > Music |
| > Business | > Nursing |
| > Computer Science | > Physical Education |
| > English | > Psychology |
| > Geography | > Science (Nutrition - non lab) |
| > History | > Sociology |
| > Humanities | > Theater |
| > Mathematics | |

The College is adding new courses every semester. For complete information about distance learning including current course offerings, visit the SUNY Adirondack website: <http://online.sunyacc.edu>.

ABOUT HYBRID COURSES

Hybrid courses are another great option for students with demanding personal schedules. A hybrid course reduces the amount of weekly classroom time, but requires extensive work online. Students taking hybrid courses should have a home or office computer with an Internet connection or be prepared to do homework at the SUNY Adirondack Student Computing Lab on the Queensbury campus or at the Wilton Center. Microsoft Word is the recommended word processor for these courses. Instructors may require other specific software and/or technology as well.

EARLY ADMISSION HIGH SCHOOL PROGRAM

Through SUNY Adirondack's Early Admission High School Program, high school seniors and advanced juniors may take distance learning courses for college as well as high school credit.

REGISTRATION INFORMATION

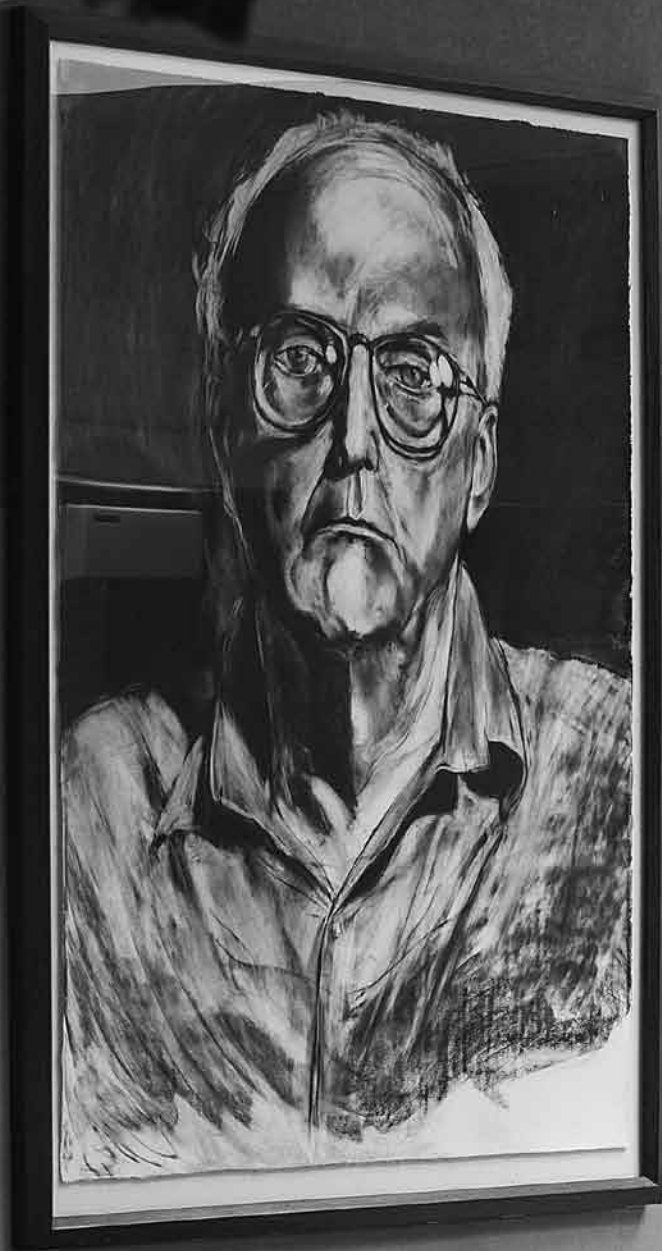
Complete information on how to enroll in online courses is available at the SUNY Adirondack website: <http://online.sunyacc.edu>.

SUNY GENERAL EDUCATION REQUIREMENTS

The following courses meet SUNY General Education requirements. No course listed in the table may be used to fulfill more than one knowledge area. Knowledge areas may be fulfilled through credits earned in a course that requires any of these listed courses as a prerequisite. Please note: the list is subject to change. All students should consult with an advisor or the Advisement and Career Services Center for appropriate course selection.

Mathematics	Natural Sciences	Social Sciences	American History	Western Civilization	Other World Civilization	Humanities	The Arts	Foreign Languages	Basic Communication
MAT 108	ANT 103	ANT 101	HIS 103	HIS 100	ANT 101	ART 111	ART 102	CHN 117	ENG 102
MAT 109	AST 113	ANT 103	HIS 104	HIS 101	ANT 201	ART 112	ART 104	CHN 206	ENG 103
MAT 110	BIO 103	ANT 105	PSC 103*	HIS 102	ANT 203	ART 113	ART 106	FRN 101	ENG 104
MAT 114	BIO 105	ECO 201			ANT 205	ART 114	ART 111	FRN 117	ENG 105
MAT 119	BIO 107	ECO 202			ANT 220	ART 206	ART 112	GRM 101	ENG 106
MAT 123	BIO 111	PSC 101			ENG 201	ART 210	ART 113	SPA 101	ENG 108
MAT 124	BIO 112	PSC 102			ENG 202	ART 215	ART 114	SPA 117	ENG 109
MAT 127	BIO 113	PSC 103			HIS 110	ENG 201	ART 206		ENG 110
MAT 131	BIO 114	PSY 101			HIS 218	ENG 202	ART 210		
MAT 132	CHM 103	PSY 103				ENG 203	ART 215		
	CHM 105	SOC 101				ENG 204	ENG 215		
	CHM 107	SOC 103				ENG 205	ENG 223		
	CHM 111					ENG 206	ENG 252		
	GEO 101					ENG 209	ENG 253		
	GEO 102					ENG 211	MUS 101		
	GEO 114					ENG 217	MUS 103		
	PHY 107					ENG 218	MUS 105		
	PHY 108					ENG 219	MUS 110		
	PHY 111					ENG 223	MUS 119		
	SCI 110					ENG 226	MUS 124		
	SCI 161					ENG 244	MUS 131		
	SCI 210					ENG 248	MUS 132		
						ENG 251	MUS 133		
						ENG 252	MUS 134		
						HUM 180	MUS 135		
						HUM 190	MUS 136		
						MUS 101	MUS 139		
						MUS 126	MUS 140		
						MUS 202	MUS 202		
						PHI 201	THR 101		
						PHI 202	THR 102		
						PHI 204	THR 105		
						PHI 206	THR 106		
						PHI 207	THR 107		
						SPA 211	THR 210		
						SPA 212	THR 220		
						SPA 213			
						SPA 214			
						THR 101			

* A grade of 84 or above on the American History Regents Exam is also required.



SUAL ARTS GALLERY



DEGREE & CERTIFICATE PROGRAMS

Associate degree programs

Requirements for a Degree

The disciplines or courses listed below will fulfill degree requirements in the various categories. Please refer to your chosen program for specific electives.

SOCIAL SCIENCE

Anthropology
Economics
Geography
Hed 103 (College Health)
History
Political Science
Psychology
Sociology

MATHEMATICS AND SCIENCE

Ant 103 (Physical Anthropology)
Astronomy
Biology
Chemistry
Geology
Mathematics
Physics
Engineering Physics
Science

HUMANITIES

Advanced English
Art
Foreign Languages
Hum 190 (Humanities Seminar-Art, Music, Theater)
Music
Philosophy
Speech
Theater

LIBERAL ARTS

Com 183 (Mass Communications)
Engineering Electives
English
Humanities
International Studies
Mathematics
Science
Social Science

ELECTIVES

Adventure Sports
Business
Communications
Computer Science
Criminal Justice
Culinary Arts
Early Childhood
Health
Nursing
Physical Education*
Technology

**Physical Education requirement: Two activity credits. SUNY Adirondack adheres to a no-waiver policy. All students, regardless of their interest, age, gender, ability, or disability can benefit from participation in the Physical Education program. The Physical Education Department promotes this belief through the variety of courses designed to meet the needs of all students.*

Students seeking an exemption from the activity requirement, for medical or physical reasons, must register for PED 176, Designs for Living Well. Enrollment is by permission of the instructor.

ACADEMIC ASSESSMENT

Assessment is an ongoing process of administering and reviewing the results of an array of instruments including surveys, objective examinations, essay assignments, and performances, in which students and faculty are asked to participate. SUNY Adirondack is committed to this process of continuous assessment of student learning and institutional effectiveness in order to improve the education and student services provided by the college. The process meets the vigorous assessment standards set forth by the State University of New York and the Middle States Commission on Higher Education.

AAS | ACCT

ACCOUNTING

The Associate in Applied Science (AAS) Degree Program in Accounting is designed primarily for persons who seek full-time employment or promotion in current positions upon completion of the degree requirements. Students planning to transfer to four-year college and university programs in Accounting should follow a Business Administration (AS) Degree Program at SUNY Adirondack. The transfer program should be carefully planned in accordance with the recommendations of an accounting faculty advisor and/or counselor. Recommended high school preparation: Four years of mathematics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 104 ^R , ENG 108, ENG 109 OR ENG 110 ^R
3	MATH COURSE	MAT 110, MAT 127 OR MAT 131
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
3	PRINCIPLES OF ECONOMICS I	ECO 201
3	PRINCIPLES OF ECONOMICS II	ECO 202
3	SPEECH	SPH 111
3	BUSINESS ETHICS	PHI 207 (2nd year preferred)
3	INTRODUCTION TO BUSINESS	BUS 101
3	OFFICE PRODUCTIVITY SOFTWARE	CIS 125
4	FINANCIAL ACCOUNTING	BUS 146; (BUS 146A & 146B Strongly recommended)
4	MANAGERIAL ACCOUNTING	BUS 147 ¹
3	ACCOUNTING MICROCOMPUTER APPLICATIONS	BUS 153 ¹
3	MICROCOMPUTER ACCOUNTING SYSTEMS & APPLICATIONS II	BUS 156 ¹
3	BUSINESS LAW I	BUS 201 ¹
4	FUNDAMENTALS OF INTERMEDIATE ACCOUNTING	BUS 246 ¹ (Spring Only)
3	ADVANCED BOOKKEEPING APPLICATION	BUS 231 ¹
3	TAX COMPLIANCE	BUS 247 ¹ (Fall Only)
3	BUSINESS INTERNSHIP	BUS 178
3	BUSINESS ELECTIVE: CHOOSE FROM THE FOLLOWING:	
	PRINCIPLES OF MARKETING	BUS 103
	PRINCIPLES OF FINANCIAL MANAGEMENT	BUS 171 ¹
	BUSINESS LAW II	BUS 202
	BUSINESS COMMUNICATIONS	BUS 141
66 - 70 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	CIS 125 *
3	BUS 101
2	BUS 146A
3	MAT 110, MAT 127 OR MAT 131
SECOND SEMESTER	
3	ENG 102, ENG 104 ^R , ENG 108, ENG 109 OR ENG 110 ^R
2	BUS 146B
4	BUS 147
3	PHI 207
3-4	LAB SCIENCE
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	ECO 201
3	BUS 153
3	BUS 201
3	BUS 231
4	BUS 247
1	PED
FOURTH SEMESTER	
3	ECO 202
3	BUSINESS ELECTIVE: BUS 103, BUS 141, BUS 171, BUS 202
3	BUS 178
3	BUS 246
3	BUS 156
3	SPH 111

^R Recommended

* CIS 125 must be taken in the first semester.

AAS | ADVS

ADVENTURE SPORTS > LEADERSHIP & MANAGEMENT

AVS is an adventure-based academic experience focused on preparing highly skilled outdoor industry professionals through intensive training and professional certification. AVS is a comprehensive program of liberal arts, critical thinking, environmental stewardship, outdoor technical skill development, professional certification, and leadership training. The curriculum integrates academic skills with outdoor and human skills in a program of academic and professional preparation. Students completing the AAS requirements will be prepared to transfer to a four-year program at select SUNY and private institutions or to entry-level careers within the outdoor adventure industry.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	SUNY GENED MATHEMATICS	
4	LAB SCIENCE	CHM 105 ^R
2	PHYSICAL EDUCATION	PED 107 ^R OR PED 108 ^R
3	SOCIAL SCIENCE	ANT 103 ^R OR PSY 101 ^R
3	SOCIAL SCIENCE	ANT 101 ^R OR HIS 102 ^R
6	LIBERAL ARTS ELECTIVES	PHI 201 ^R OR PHI 202 ^R ; HIS 104 ^R
6	FREE ELECTIVES	
3	FUNDAMENTALS OF BACKCOUNTRY LIVING	AVS 101
2	BASIC RIVER & BACKCOUNTRY CANOEING	AVS 102 ¹
2	INTRODUCTION TO EASTERN MOUNTAINEERING	AVS 103 ¹
3	FOUNDATIONS OF ADVENTURE EDUCATION	AVS 140
3	WILDERNESS FIRST RESPONDER	HED 108
3	ADIRONDACK PARK POLICIES AND ISSUES	AVS 230 ¹
3	ADVENTURE PROGRAM MANAGEMENT	AVS 240 ¹
3	ADVENTURE PROGRAM OPERATIONS INTERNSHIP	AVS 178 ¹
8	CHOOSE 8 CREDITS FROM AT LEAST ONE AREA OF CONCENTRATION	
1	CHALLENGE COURSE I	PED 152
1	CHALLENGE COURSE II	PED 162 ¹
3	CHALLENGE COURSE FACILITATION	AVS 221 ¹
3	CHALLENGE COURSE MANAGEMENT	AVS 231 ¹
1	SKIING I OR SNOWBOARDING I	PED 124 OR PED 144
1	SKIING II OR SNOWBOARDING II	PED 154 ¹ OR PED 174 ¹
3	FUNDAMENTALS OF BACKCOUNTRY SKIING	AVS 224 ²
3	CORE CONCEPTS AND TECHNICAL ASPECTS OF SNOW SPORT INSTRUCTION	AVS 233 ²
1	WATERWATER I	PED 139
1	WATERWATER II	PED 149 ¹
3	SAFETY AND SWIFTWATER RESCUE	AVS 222 ¹
3	WATERWATER LEADERSHIP AND INSTRUCTION	AVS 232 ¹
64	MINIMUM CREDITS REQUIRED FOR GRADUATION	

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MATH
3	SOCIAL SCIENCE
3	AVS 101
3	AVS 140
1	PED 152 *
WINTER	
1	PED 124 OR PED 144 **
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109, OR ENG 110
2	PHYSICAL EDUCATION
4	LAB SCIENCE
3	HED 108
3	AVS 102
1	PED 154 OR PED 174 **
1	PED 162 *
SUMMER	
1	PED 139 ***
1	PED 149 ***
3	AVS 222***

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	SOCIAL SCIENCE
3	ELECTIVE
3	LIBERAL ARTS
3	AVS 178
3	AVS 221 *
3	AVS 230
FOURTH SEMESTER	
3	LIBERAL ARTS
3	ELECTIVE
2	AVS 103
3	AVS 232 ***
3	AVS 233 **
3	AVS 224 **
3	AVS 231 *
3	AVS 240

¹ Prerequisite Required

² Coerequisite Required

^R Recommended

* Challenge Course Concentration

** Snowsports Concentration

*** Whitewater Concentration

AAS | BAAS**BUSINESS ADMINISTRATION (CAREER)**

The Associate in Applied Science Degree Program in Business Administration is intended for those who desire to enter business immediately upon graduation. The program provides for two different focuses: Small Business Management - designed for those students seeking business operations and management employment in small to large companies and; Entrepreneurship - designed for those students seeking to own and operate their own businesses. This SUNY Adirondack degree provides the business management student with a diversified and skill-oriented range of business offerings, as well as a variety of intellectually broadening courses in liberal arts and science. Those students intending to transfer to a four year degree program should enroll in the AS Business Administration degree. Recommended high school preparation: Four years of mathematics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE - MATH OF FINANCE	MAT 110
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSE	ECO 201 OR ECO 202 ^R
6	LIBERAL ARTS ELECTIVES	PHI 207 ^R
3	OFFICE PRODUCTIVITY SOFTWARE	CIS 125
3	INTRODUCTION TO BUSINESS	BUS 101
3	PRINCIPLES OF MANAGEMENT	BUS 102
3	PRINCIPLES OF MARKETING	BUS 103
4	FINANCIAL ACCOUNTING	BUS 146; BUS 146A & BUS 146B
3	BUSINESS LAW I	BUS 201
3	BUSINESS COMMUNICATION	BUS 141
3	PRINCIPLES OF HUMAN RESOURCE MANAGEMENT	BUS 261
3	PRINCIPLES OF ENTREPRENEURSHIP	BUS 165
3	BUSINESS INTERNSHIP	BUS 178 ¹
6	COMPLETE ONE OF THE FOLLOWING FOCUSES:	
	SMALL BUSINESS MANAGEMENT	
	ORGANIZATIONAL BEHAVIOR	BUS 262
	ORGANIZATIONAL STRATEGY & DEVELOPMENT	BUS 212
	ENTREPRENEURSHIP	
	ENTREPRENEURIAL FINANCE	BUS 206 ¹
	BUSINESS PLAN DEVELOPMENT	BUS 209 ¹
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	BUS 101
3	CIS 125
3	LIBERAL ARTS ELECTIVE*
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	BUS 146 **
3	BUS 102
3	BUS 103
3	BUS 165
1	PED ELECTIVE

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	BUS 201
3	BUS 141
3	SOCIAL SCIENCE ELECTIVE****
3	MAT 110
3	BUSINESS FOCUS COURSE***
1	PED ELECTIVE
FOURTH SEMESTER	
3	BUS 261
3	SOCIAL SCIENCE ELECTIVE****
3-4	LAB SCIENCE
3	LIBERAL ARTS ELECTIVE*
3	BUS 178
3	BUSINESS FOCUS COURSE***

* PHI 207 recommended

** BUS 146A & B may be substituted

*** Business Focus Group. Each student must choose one Focus Group.

**** ECO 201 or ECO 202 recommended

Additional Information:**Small Business Management:**

BUS 262 in the 3rd semester
BUS 212 in the 4th semester

Entrepreneurship:

BUS 206 in the 3rd semester
BUS 209 in the 4th semester

AS | BADM**BUSINESS ADMINISTRATION (TRANSFER)**

This program is designed for students who wish to transfer to a baccalaureate business or economics curriculum. Its flexibility permits the students to work with their SUNY Adirondack advisors to adapt the program to the requirements of their intended transfer institution. At the transfer institution the students may specialize in areas such as accounting, business education, business management, economics, finance, marketing, and pre-law. Recommended high school preparation: Four years of mathematics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	MATH COURSE	MAT 123 OR MAT 131
3-4	LAB SCIENCE	
3	MATH OR SCIENCE COURSE	MAT 127 ^R
2	PHYSICAL EDUCATION	
3	HISTORY COURSE	HIS 100, HIS 101 OR HIS 102
3	HISTORY COURSE	HIS 103 OR HIS 104
3	SOCIAL SCIENCE ELECTIVE	ANT, PSY, SOC
6	ECONOMICS	ECO 201 & ECO 202
3	BUSINESS ETHICS	PHI 207
3	LIBERAL ARTS ELECTIVE	SPH 111 ^R
3-4	CIS ELECTIVE BY ADVISEMENT AND SPREADSHEETS	CIS 119 AND ELECTIVE*
4	FINANCIAL ACCOUNTING	BUS 146; BUS 146A & BUS 146B
4	MANAGERIAL ACCOUNTING ¹	BUS 147
6	BUSINESS ELECTIVES ¹	BUS 102, BUS 103 OR BUS 171 ¹
3	BUSINESS LAW I	BUS 201
3	BUSINESS LAW II	BUS 202
1	ELECTIVE	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ^R Recommended

Additional Information:

Course selection depends on transfer institution and math background.

* CIS 119 is waived for students with credit in CIS 125.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
1	CIS 119
3	HISTORY COURSE (HIS 100, 101, 102)
4	BUS 146 *
1	PED
3	BUSINESS ELECTIVE**
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	MAT 123 OR MAT 131
3	CIS COURSE
3	HISTORY COURSE (HIS 103, 104)
4	BUS 147

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	BUS 201
3-4	LAB SCIENCE
3	ECO 201
3	BUSINESS ELECTIVE**
3	PHI 207
1	PED
FOURTH SEMESTER	
3	BUS 202
3	MATH/SCIENCE****
3	ECO 202
3	LIBERAL ARTS ELECTIVES***
3	SOCIAL SCIENCE ELECTIVE (ANT, PSY, SOC)
1	ELECTIVE

* BUS 146A & 146B may be substituted

** BUS 102 or BUS 103 recommended
1st semester

*** SPH 111 recommended

**** MAT 127 recommended

AAS | BITM

BUSINESS INFORMATION TECHNOLOGY MANAGEMENT

Business Information Technology Management (BITM) students enroll in a variety of both applied and theoretical coursework designed to meld the skill set of a business manager with that of an IT professional. The degree will prepare a student for employment as an IT Project Manager, Manager of Office Operations, Technical Support or Customer Service or in a similar position where it would be necessary to have an understanding of how information technology applies to the business aspect of an organization. It will also give the student the management ability to allow the organization to smoothly integrate new technologies and quickly adapt to the changing business environments present in today's technology dependent marketplace.

Although primarily designed for students who seek to gain employment or are presently employed within the business field, it is easily transferable to 4-year schools such as SUNY Cobleskill and SUNY Morrisville which offer baccalaureate degrees in IT management.

CR.	COURSE TITLE	COURSE CODE
1-4	COLLEGE LEARNING OR FRESHMAN SEMINAR	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	MATHEMATICS	MAT 123 OR MAT 127
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE	ECO 201 OR ECO 202 ^R
6	LIBERAL ARTS ELECTIVES	PHI 207 ^R
3	INTRODUCTION TO BUSINESS	BUS 101
1	KEYBOARDING	BUS 118
4	FINANCIAL ACCOUNTING	BUS 146; BUS 146A & BUS 146B
4	MANAGERIAL ACCOUNTING	BUS 147 ¹
3	BUSINESS LAW I	BUS 201
3	OFFICE PRODUCTIVITY SOFTWARE	CIS 125
3	ADVANCED PC APPLICATIONS	CIS 126 ¹
3	INTRODUCTION TO PROGRAMMING	CIS 143 ¹
3	SYSTEMS ANALYSIS AND DESIGN	CIS 231 ¹
3	DATABASE MANAGEMENT SYSTEMS	CIS 237 ¹
6	BUSINESS ELECTIVES CHOOSE 6 CREDITS FROM:	
3	PRINCIPLES OF MANAGEMENT	BUS 102
3	PRINCIPLES OF MARKETING	BUS 103
3	HUMAN RESOURCE MANAGEMENT	BUS 261
3	IT ELECTIVE: CHOOSE 3 CREDITS FROM:	
3	INTRODUCTION TO INTERNET DEVELOPMENT	CIS 122
3	INTRODUCTION TO NETWORKING	CIS 131
67 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	BUS 101
4	BUS 146 *
1	BUS 118
3	CIS 125
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	MAT 123 OR MAT 127
3	CIS 143
3	IT ELECTIVE
4	BUS 147 ****

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	BUS ELECTIVE***
3-4	LAB SCIENCE
3	SOCIAL SCIENCE**
3	CIS 126 (FALL ONLY)
3	BUS 201
1	PED
FOURTH SEMESTER	
3	SOCIAL SCIENCE**
3	PHI 207 RECOMMENDED
3	BUS ELECTIVE***
3	LIBERAL ARTS ELECTIVE
3	CIS 231
3	CIS 237

* BUS 146 A & B may be substituted

** ECO 201 & ECO 202 recommended

*** Students wishing to gain workforce experience may elect to enroll in CIS 178 (3 cr.) Internship during the last semester of their degree program

**** Prerequisite: BUS 146 (or BUS 146B) with a C or higher and CIS 125

AAS | CMMA

COMMUNICATIONS AND MEDIA ARTS

This degree program prepares students to transfer to a four-year college or secure a position in the growing areas of graphic design, digital prepress, photography, or web design. Communications and Media Arts certificate holders may also choose to enroll in the program. Recommended high school preparation: basic design and computer literacy.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSES	
3	BASIC DESIGN	ART 102
3	BASIC PHOTOGRAPHY	ART 104
3	INTRODUCTION TO DRAWING	ART 106
3	WESTERN ART HISTORY I OR II	ART 111 OR ART 112
3	GRAPHIC ARTS I	ART 222
3	GRAPHIC ARTS II ¹	ART 252
3	MASS COMMUNICATION	COM 183
3	INTERNSHIP OR PORTFOLIO DEVELOPMENT	ART 290, ART 290B, ART 290C OR COM 178
15	CHOOSE 15 CREDITS FROM THE FOLLOWING:	
	STUDIO PHOTOGRAPHY ¹	ART 105
	PHOTOGRAPHIC ILLUSTRATION ¹	ART 108
	PHOTOJOURNALISM ¹	ART 109
	INTERMEDIATE PHOTOGRAPHY ¹	ART 220
	MULTIMEDIA DESIGN ¹	ART 251
	GRAPHIC DESIGN FOR DIGITAL PRE-PRESS ¹	ART 253
	GRAPHIC DESIGN FOR THE WEB ¹	ART 254
	MEDIA ARTS: CULTURE & HISTORY	COM 155
	TELEVISION FIELD PRODUCTION	COM 186
4	ELECTIVES	<i>Suggested Electives include: BUS 103, BUS 109, CIS 111 or CIS 125, or other program courses noted in the listing above.)</i>
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MAT
3	ART 102
3	ART 104
3	ART 222
SECOND SEMESTER	
1	PED
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	SOCIAL SCIENCE
3	ART 106
3	ART 252
3	VISUAL COMM OR GRAPHIC DESIGN

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
1	PED
3	ART 111 OR ART 112
3-4	LAB SCIENCE
3	COM 183
6	VISUAL COMM OR GRAPHIC DESIGN
FOURTH SEMESTER	
3	SOCIAL SCIENCE
6	VISUAL COMM OR GRAPHIC DESIGN
3	COM 178, ART 290, ART 290B OR ART 290C
4	ELECTIVES

¹ Prerequisite Required ² Coerequisite Required ^R Recommended

AS | CMPS

COMPUTER SCIENCE

This AS degree program provides a solid foundation in algorithm development techniques and the implementation of algorithms and data structures in a modern high-level programming language. Hardware capabilities are examined in depth, with an emphasis on better understanding of program behavior. Computer architecture, theory of computation, concurrence, artificial intelligence, software engineering, and program complexity, correctness, and efficiency are introduced. This program is designed to provide the first two years of a rigorous program in Computer Science. Recommended high school preparation: Three years of mathematics courses and high school electives in computer science.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	CALCULUS I	MAT 131
3-4	LAB SCIENCE	EGR 105 ^R OR PHY 111 ^R
3	MATHEMATICS OR SCIENCE COURSE	MAT 132 ^R
2	PHYSICAL EDUCATION	
3	HISTORY	HIS 100, HIS 101 OR HIS 102
3	HISTORY	HIS 103 OR HIS 104
3	SUNY GEN ED SOCIAL SCIENCE	(ANT, PSY OR SOC)
3	SUNY GEN ED HUMANITIES	
6	LIBERAL ARTS ELECTIVES	
3	INTRODUCTION TO PROGRAMMING ¹	CIS 143
3	INTERMEDIATE PROGRAMMING IN WINDOWS ¹	CIS 144
3	TOPICS IN COMPUTING ¹	CIS 150
3	DATA STRUCTURES AND OBJECTS IN C++ ¹	CIS 243
3	COMPUTER SYSTEMS AND PROGRAMMING ¹	CIS 244 (Spring only)
3	DISCRETE MATHEMATICS	MAT 129
3-4	CHOOSE ONE COURSE FROM:	
	PROGRAMMING IN JAVA ¹	CIS 222
	NETWORK TECHNOLOGY ¹	CIS 131
	SERVER SIDE SCRIPTING	CIS 151
	DATABASE MANAGEMENT SYSTEMS ¹	CIS 237
	CALCULUS II, OR III ¹	MAT 132 OR MAT 231
	LINEAR ALGEBRA	MAT 220
	ALGEBRAIC & DISCRETE STRUCTURES	MAT 223 (Fall Only)
6	ELECTIVES	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MAT 129
3	CIS 143
3	SUNY GEN ED SOCIAL SCIENCE (ANT, PSY, OR SOC)
3	LIBERAL ARTS ELECTIVE
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MAT LIBERAL ARTS ELECTIVE
3	CIS 144
3	CIS 150
3	HIS 100, HIS 101 OR HIS 102
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	CIS 243
4	MAT 131
3-4	EGR 105 OR PHY 111 LAB SCIENCE
3	SUNY GEN ED HUMANITIES
3	HIS 103 OR HIS 104
FOURTH SEMESTER	
3	CIS 244
3	CIS OR MAT ELECTIVE
3	EGR 106, MAT 132 OR PHY 112 MATH OR SCIENCE COURSE
6	ELECTIVES

Additional Information:

Recommended Free Electives: Any course from the above group listed under "Choose one course from," or Intro to Internet Development (CIS 122).

AAS | CRSA

CRIMINAL JUSTICE

> SUBSTANCE ABUSE SERVICES

This degree fills a long-standing need to hire employees with a background in criminal justice and substance abuse issues. Many employers in a variety of criminal justice/human services/social work/counseling fields seek applicants who have a background in both of these areas. It is designed for students interested in working in the field of drug-and alcohol-related counseling, probation and parole, correctional counseling, social work, adolescent and juvenile services, community services, crime victims advocacy and many other interesting and rewarding careers. This curriculum aims to provide training for those already employed in these fields, for those who seek to enter any of these fields immediately after graduation, or for those who wish to transfer to a four-year college.

Graduates of this program will be eligible to apply for certification through the State of New York as a "Certified Alcohol and Substance Abuse Counselor in Training."

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104 ^R , ENG 105, ENG 106, ENG 108, ENG 109, OR ENG 110
4	INTRODUCTORY STATISTICS WITH PROBABILITY	MAT 127
4	BIOLOGY	BIO 103
2	PHYSICAL EDUCATION	
3	INTRODUCTION TO CRIMINAL JUSTICE	CRJ 101
3	GENERAL PSYCHOLOGY	PSY 101
3	PRINCIPLES OF SOCIOLOGY	SOC 101
3	CRIMINAL LAW	CRJ 104
3	CRIMINAL JUSTICE ¹	CRJ 211 OR CRJ 212
3	INTRODUCTION TO SOCIAL AND HUMAN SERVICES ¹	SOC 215 (Spring only)
3	PROBATION & PAROLE ¹	SOC 274 (Fall only)
3	DRUGS, CRIME & TREATMENT ¹	SOC 275 (Spring only)
3	JUVENILE CRIME & DELINQUENCY ¹	SOC 278
3	ABNORMAL PSYCHOLOGY ¹	PSY 203
3	THE PSYCHOLOGY OF SUBSTANCE ABUSE AND DEPENDENCY	PSY 175 (Fall only)
3	THE FAMILY AND CHEMICAL DEPENDENCY ¹	PSY 276 (Spring only)
3	ISSUES IN SUB ABUSE COUNSELING ¹	PSY 278 (Spring only)
3	ISSUES IN CHEMICAL DEPENDENCY ¹	PSY 279 (Fall only)
2	HUMAN SERVICE PRACTICUM ^{1 2}	PSY 280A (Fall only)
2	HUMAN SERVICE PRACTICUM ¹	PSY 280B (Spring only)
3	ETHICS	PHI 202
64 - 66 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required ^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	SOC 101
3	PSY 101
3	CRJ 101
3	PSY 175
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104 ^R , ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	SOC 215
3	PSY 276
3	CRJ 104
3	PSY 278
3	SOC 275

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	SOC 278
3	PSY 279
4	MAT 127
3	SOC 274
2	PSY 280A*
1	PED
FOURTH SEMESTER	
3	PHI 202
3	CRJ 211 OR CRJ 212
4	BIO 103
3	PSY 203
2	PSY 280B *
1	PED

Additional Information:

* A minimum of a 3.0 GPA will be necessary to enroll in the Practicum (PSY 280A and PSY 280B) which is required for degree completion.

* Must be taken during the spring semester directly following the successful completion of PSY 280A.

AS | CRJP

CRIMINAL JUSTICE

> POLICE SCIENCE

Trained professionals on all levels of enforcement are in demand. Government officials are seeking college-trained persons for these positions. This curriculum is designed to prepare the student for transfer to a four-year college or entry into the enforcement field. It will also serve to upgrade those already employed.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
4	FORENSIC SCIENCE	SCI 210
3	MATH OR SCIENCE COURSE	
2	PHYSICAL EDUCATION	
3	UNITED STATES HISTORY	HIS 103 OR HIS 104
3	SOCIOLOGY	SOC 101
3	STATE & LOCAL GOVERNMENT	PSC 102
3	AMERICAN NATIONAL GOVERNMENT	PSC 103
3	INTRODUCTION TO CRIMINAL JUSTICE	CRJ 101
3	CRIMINAL LAW	CRJ 104
3	CRIMINAL JUSTICE ADMINISTRATION ¹	CRJ 205
3	CRIMINAL PROCEDURE ¹	CRJ 211
3	CRIMINAL EVIDENCE ¹	CRJ 212
3	SEMINAR IN CRIMINAL JUSTICE ISSUES ¹	CRJ 216
3	CRIMINOLOGY ¹	SOC 211
3	ETHICS	PHI 202
3	CHOOSE FROM SUNY GEN ED THE ARTS, OTHER WORLD CIVILIZATION, FOREIGN LANGUAGE	
6	ELECTIVES	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MATH
3	SOC 101
3	CRJ 101
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	CRJ 104
3	CRJ 212
3	PSC 102
3	MATH OR SCIENCE COURSE
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	CRJ 205
3	CRJ 211
3	PSC 103
4	SCI 210
3	CHOOSE FROM SUNY GEN ED THE ARTS, OTHER WORLD CIVILIZATION, FOREIGN LANGUAGE
FOURTH SEMESTER	
3	CRJ 216
3	HIS 103 OR HIS 104
3	SOC 211
3	PHI 202
6	ELECTIVES

AAS | CART

CULINARY ARTS

The culinary profession is a challenging and rewarding occupation. Chefs continually explore new trends in cuisine. The hospitality industry demands trained chefs, cooks and baking specialties for all levels of employment. This program provides students with opportunity and training via Regional Cuisine dinners, Spa Cuisine luncheons, banquets and Culinary Arts club activities, as well as an internship. The program is designed to train the student to enter the culinary profession or prepare for transfer to other culinary institutions. Recommended high school preparation: Chemistry, math functions, speech and introduction to foods class.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
3-4	LAB SCIENCE	
3	FUNDAMENTALS OF NUTRITION	SCI 161
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSE	
3	LIBERAL ARTS ELECTIVES	
3	BUSINESS COURSE	BUS 101, BUS 102, BUS 103 OR BUS 109
1	SANITATION (FALL ONLY)	CUL 125
4	BASIC FOOD PREPARATION I ²	CUL 127 (Fall only)
4	BASIC FOOD PREPARATION II ¹	CUL 128 (Spring only)
2	BAKING TECHNIQUES	CUL 130 (Fall only)
2	DINING ROOM SERVICE	CUL 131 (Fall and Spring)
3	ADVANCED BAKING TECHNIQUES ¹	CUL 132 (Spring only)
2	FOOD SPECIFICATION & CONTROL	CUL 135 (Fall only)
3	FOOD SERVICE MANAGEMENT LAW	CUL 136 (Spring only)
4	ADVANCED FOOD SERVICE I ¹	CUL 137 (Fall only)
4	ADVANCED FOOD SERVICE II ¹	CUL 138 (Spring only)
1	FOOD SERVICE INTERNSHIP	CUL 178
2	CHOOSE 2 CREDITS FROM:	
	INTRODUCTION TO WINE & SPIRITS	CUL 140 (Fall only)
	SAUCE THEORY I	CUL 142 (Spring only)
	BAR OPERATIONS AND MIXOLOGY	CUL 143
2	MATHEMATICAL APPLICATIONS FOR THE FOOD SERVICE PROFESSION	CUL 141 (Spring only)
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
1	CUL 125
4	CUL 127
2	CUL 130
2	CUL 135
2	CUL 131
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	CUL 128
1	PED
2	CUL 141
3	SOCIAL SCIENCE ELECTIVE
2	FOOD SERVICE ELECTIVE

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
1-3	CUL 178
4	CUL 137
3	SCI 161
3	MAT
3	LIBERAL ARTS ELECTIVE
1	PED
3	BUSINESS COURSE
FOURTH SEMESTER	
3	SOCIAL SCIENCE ELECTIVE
4	CUL 138
3	CUL 132
3	CUL 136
3-4	LAB SCIENCE

Additional Information:

- Following the articulation agreement with Paul Smith's College, a student must complete six credits of mathematics from Adirondack. Suggest MAT 108, 109 or MAT 127.
- Students are required to wear an approved chef's uniform in all labs and purchase a cutlery set.
- Students must take CUL 131 Dining Room Service in the first academic year either in the Fall or Spring semester.
- Following the articulation agreement with Johnson & Wales University, suggest taking CUL 143 and CUL 142.
- Meet with an advisor on core requirements for the Cobleskill College articulation agreement.
- If you are interested in transferring to Paul Smith's College, meet with your advisor for requirements.

AAS | ELEC

ELECTRICAL TECHNOLOGY

This curriculum provides both theoretical and “hands-on” knowledge of current electrical/electronic devices and circuits. Emphasis will be placed on the proper use of test instruments and diagnostic devices using state-of-the-art computer programs and equipment. This program can also lead to transfer to senior institutions in related technology or engineering technology. Required and recommended high school preparation: Course I required. Recommended: Three years of mathematics, electricity, electronics, physics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
7-8	MATH COURSES	MAT 108, MAT 123, MAT 131 OR MAT 132
4	GENERAL PHYSICS	PHY 107 OR PHY 111
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSE	
3	COMPUTER COURSE	CIS 111, CIS 125 OR CIS 143
3	ELECTRICAL TECHNOLOGY FUNDAMENTALS	TEC 103 (Fall only)
4	ELECTRICITY I ^{1 2}	TEC 119 (Fall only)
4	ELECTRICITY II ¹	TEC 120 (Spring only)
3	MOTORS AND CONTROLS ¹	TEC 223 (Fall only)
3	ROTATIONAL MACHINERY ¹	TEC 236 (Spring only)
3	INDUSTRIAL ELECTRONICS ^{1 2}	TEC 241 (Spring only)
3	AUTOMATION AND CONTROLS I ^{1 2}	TEC 250 (Fall only)
3	AUTOMATION AND CONTROLS II ¹	TEC 251 (Spring only)
3	TECHNICAL ELECTIVE	CIS 131, TEC 170 OR TEC 178
6	ELECTIVES	PHY 112 RECOMMENDED FOR TRANSFER
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
1	PED
3-4	MAT 108 OR MAT 123
3	TEC 103
4	TEC 119
SECOND SEMESTER	
3	SOCIAL SCIENCE ELECTIVE
4	MAT 123 OR MAT 131
3	ELECTIVES
4	TEC 120
3	TEC 236

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	CIS 111, CIS 125 OR CIS 143
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	TEC 223
3	TEC 250
4	PHY 107 OR PHY 111
FOURTH SEMESTER	
3	ELECTIVES
3	SOCIAL SCIENCE ELECTIVE
3	TEC 241
3	TEC 251
3	TEC ELECTIVES (FROM LIST)
1	PED

AS | EGRS

ENGINEERING SCIENCE

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	GENERAL CHEMISTRY I	CHM 111
12	ENGINEERING PHYSICS I, II, AND III	EGR 105, EGR 106 AND EGR 204
4	CIRCUIT ANALYSIS	EGR 222
8	CALCULUS I AND II	MAT 131 & MAT 132
2	PHYSICAL EDUCATION	
3	SUNY GEN ED HUMANITIES	
3	SUNY GEN ED SOCIAL SCIENCE	
8	CALCULUS III AND DIFFERENTIAL EQUATIONS AND SERIES	MAT 231 & MAT 232
15-18 CORE ELECTIVES: CHOOSE FROM CONCENTRATION*		
CHEMICAL ENGINEERING CORE ELECTIVE		
	GENERAL CHEMISTRY II	CHM 112
	ORGANIC CHEMISTRY I	CHM 203
	ORGANIC CHEMISTRY II	CHM 204
	CORE ELECTIVE BY ADVISEMENT	
	CORE ELECTIVE BY ADVISEMENT	
ELECTRICAL ENGINEERING CORE ELECTIVE		
	DIGITAL LOGIC DESIGN	EGR 183
	INTRODUCTION TO PROGRAMMING	CIS 143
	INTERMEDIATE PROGRAMMING IN A WINDOWS ENVIRONMENT	CIS 144
	MICROPROCESSOR ARCHITECTURE	EGR 223
	CORE ELECTIVE BY ADVISEMENT	
MECHANICAL/CIVIL ENGINEERING CORE ELECTIVE		
	MECHANICS I - STATICS	EGR 207
	MECHANICS II - MECHANICS OF MATERIALS	EGR 209
	CORE ELECTIVE BY ADVISEMENT	
	CORE ELECTIVE BY ADVISEMENT	
	CORE ELECTIVE BY ADVISEMENT	
COMPUTER ENGINEERING CORE ELECTIVE		
	DIGITAL LOGIC DESIGN	EGR 183
	INTRODUCTION TO PROGRAMMING	CIS 143
	INTERMEDIATE PROGRAMMING IN A WINDOWS ENVIRONMENT	CIS 144
	CORE ELECTIVE BY ADVISEMENT	
CHOOSE 1 COURSE FROM THE FOLLOWING:		
	DATA STRUCTURES & OBJECTS IN C++	CIS 243
	MICROPROCESSOR ARCHITECTURE	EGR 223
66 - 69 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

Additional Information:

*Substitutions can be made to core concentrations depending upon transfer requirements of four-year schools. Please see division chair or advisor.

SUNY Adirondack's engineering program provides a core curriculum typical of four-year engineering colleges. Students transfer as juniors to a variety of public and private institutions throughout the U.S. The New York State Two Year Engineering Sciences Association (TYESA) articulation agreement guarantees priority admission to all major public and private engineering schools in New York State (e.g., Binghamton, Clarkson, RIT, RPI, Union). SUNY Adirondack also has formal articulation agreements with selected colleges. High school preparation: Mathematics through calculus & regents chemistry required. Recommended: Physics, computer science, mechanical drawing/CAD.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
4	MAT 131
3	SUNY GEN ED SOCIAL SCI OR HUMANITIES
4	CHM 111
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110 ^R
4	MAT 132
4	EGR 105 (PREREQ MAT 131)
3-4	CORE ELECTIVE BY CONCENTRATION
3-4	CORE ELECTIVE BY CONCENTRATION

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3-4	CORE ELECTIVE BY CONCENTRATION
4	MAT 231
4	EGR 222
3	SUNY GEN ED SOCIAL SCI OR HUMANITIES
4	EGR 106
FOURTH SEMESTER	
4	MAT 232
3-4	CORE ELECTIVE BY CONCENTRATION
3-4	CORE ELECTIVE BY CONCENTRATION
4	EGR 204
1	PED

AAS | HTMG**HOSPITALITY & TOURISM MANAGEMENT**

The Hospitality and Tourism Management curriculum has been developed to provide all students with a solid foundation in the nation's number one industry - the service industry. This program emphasizes the intangibility of the hospitality business and the methods used to control and manage it. The opportunities in this field have never been more exciting! In addition to specialized courses such as Principles of Hospitality & Tourism, Principles of Hotel/Resort Management, and Convention, Meeting, and Exposition Management, students are expected to learn the fundamentals of such fields as accounting, business law, economics and marketing. Recommended high school preparation: Three years of mathematics, computer science, and foreign language.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING/BUS & PROFESSIONS	ENG 104
3	MATH COURSE	MAT 110 ^R
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
3	SOCIAL SCIENCE COURSE	
3	PRINCIPLES OF ECONOMICS (Macro)	ECO 201
3	FOREIGN LANGUAGE	
3	SPEECH	SPH 111
1	SPREADSHEETS	CIS 119
3	PRINCIPLES OF HOSPITALITY & TOURISM	BUS 181 (Fall only)
3	PRINCIPLES OF MARKETING	BUS 103
4	FINANCIAL ACCOUNTING	BUS 146; BUS 146A & BUS 146B
3	REGIONAL TOURISM OPERATIONS	BUS 187 (Fall only)
3	BUSINESS LAW I	BUS 201
3	BUSINESS INTERNSHIP	BUS 178
3	FACILITIES MANAGEMENT	BUS 264 (Fall only)
3	CONVENTIONS, MEETINGS AND EXPOSITION MANAGEMENT	BUS 265 (Spring only)
3	STUDY OF TOURISM DESTINATIONS	BUS 192 (Spring only)
3	PRINCIPLES OF HOTEL/RESORT MANAGEMENT	BUS 193 (Spring only)
3	BUSINESS COMMUNICATIONS	BUS 141
3	PRINCIPLES OF HUMAN RESOURCE MANAGEMENT	BUS 261
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

^R Recommended

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MAT 110 RECOMMENDED
3	FOREIGN LANGUAGE
3	BUS 181
1	CIS 119
SECOND SEMESTER	
3	ENG 104
3-4	LAB SCIENCE
3	BUS 103
3	BUS 146*
1	PED
3	BUS 141

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	ECO 201
3	SPH 111
3	BUS 201
3	BUS 187
3	BUS 178
3	BUS 264
FOURTH SEMESTER	
3	SOCIAL SCIENCE
4	BUS 265
3	BUS 193
1	PED
3	BUS 192
3	BUS 261

* BUS 146A & B may be substituted

AAS | ITCN

INFORMATION TECHNOLOGY

> COMPUTER NETWORKING

The Networking program is intended for students who, upon graduating from SUNY Adirondack, wish to enter the workforce as networking assistants. The curriculum is designed to provide students with a solid basis in the hardware, cabling, and the fundamentals necessary to install and maintain a computer network. The curriculum is coordinated through the CISCO Networking Academy (on-campus) to assist the student in preparing to achieve the CISCO Certified Networking Associate (CCNA) industry certification. This certification is received upon passing the CCNA exam (off-campus). Recommended High School Preparation: if available: computer hardware class, basic networking/LAN class.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110 ^R
3-4	MATH COURSE	MAT 119 OR MAT 129
3-4	LAB SCIENCE	PHY 108 ^R
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSES	
1	KEYBOARDING FOR NON-SECRETARIAL STUDENTS	BUS 118
3	LIBERAL ARTS	
3	SPEECH	SPH 111
3	INTRODUCTION TO NETWORKING ^{1 2}	CIS 131
4	NETWORK FUNDAMENTALS (CCNA1) ^{1 2}	CIS 133
4	ROUTING PROTOCOLS & CONCEPTS (CCNA2) ¹	CIS 134
2	LAN SWITCHING AND WIRELESS (CCNA3) ¹	CIS 137
2	ACCESSING THE WAN (CCNA4) ¹	CIS 138
3	INTRODUCTION TO PROGRAMMING ¹	CIS 143
3	TOPICS IN COMPUTING ¹	CIS 150
3	SERVER SIDE SCRIPTING*	CIS 151
3	INTERNSHIP ¹	CIS 178
3	INFORMATION TECHNOLOGY ELECTIVE CHOOSE ONE FROM:	
	PC HARDWARE FUNDAMENTALS	CIS 120
	INTERMEDIATE PROGRAMMING IN WINDOWS ¹	CIS 144
	SYSTEMS ANALYSIS AND DESIGN ¹	CIS 231
3	SERVER ADMINISTRATION ¹	CIS 232
4	ADVANCED ROUTING (CCNP1) ¹	CIS 233
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Corequisite Required ^R Recommended *Offered each fall

For questions concerning SUNY Adirondack's Cisco Academy and/or Cisco Certification courses, contact Ms. Karen Woodard at woodardk@sunyacc.edu or (518) 743-2216.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	CIS 131
4	CIS 133
3-4	MATH COURSE
1	BUS 118
1	PED
SECOND SEMESTER	
3	LIBERAL ART ELECTIVE
4	CIS 134
3	CIS 143
3	CIS 232
3	SOCIAL SCIENCE ELECTIVE
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110 ^R
2	CIS 137
2	CIS 138
3	CIS 150
3	CIS 151
3-4	LAB SCIENCE (PHY 108 recommended)
FOURTH SEMESTER	
3	SPH 111
3	CIS 178
4	CIS 233
3	SOCIAL SCIENCE ELECTIVE
3	IT ELECTIVE

Additional Information:

In addition to the CCNA, advanced students may be eligible to take Network Professional courses (CCNP2, CCNP3, and CCNP4). These courses, along with Advanced Routing (CCNP1), prepare students in achieving the Cisco Certified Networking Professional (CCNP) industry certification. This certification is received upon passing the CCNP exams (off-campus). Recommended for High School graduates and individuals who achieved their CCNA certification prior to entering SUNY Adirondack.

AAS | ITIS

INFORMATION TECHNOLOGY

> INFORMATION SYSTEMS

The Information Technology programs provide students with an experience that will directly prepare them for employment. This is achieved through core courses that are combined with specialized courses in a concentration of the student's choosing. A capstone experience including an internship at an area business helps to anchor the student's academic experience. The core is designed so that students can easily move from one Information Technology degree to another if their interest of focus changes.

The Information Systems program is intended for students who, upon graduation from SUNY Adirondack, wish to enter the workforce in entry-level information systems positions within the Information Technology field. Its focus is in integrating the use and advantages presented by Information Technology within the corporate organization. Students completing the two-year degree would be entering the workforce as junior-level programmers/systems analysts and computer operators. Recommended high school preparation: Three years of mathematics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110 ^R
3	FINITE MATHEMATICS	MAT 119
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE	
1	KEYBOARDING FOR NON-SECRETARIAL STUDENTS	BUS 118
3	LIBERAL ARTS	
3	SPEECH	SPH 111
3	INTRODUCTION TO PROGRAMMING ¹	CIS 143
3	INTERMEDIATE PROGRAMMING IN WINDOWS ¹	CIS 144
3	INTRO TO NETWORKING	CIS 131
3	TOPICS IN COMPUTING ¹	CIS 150
3	INTERNSHIP ¹	CIS 178
3	SYSTEMS ANALYSIS AND DESIGN ¹	CIS 231
3	BUSINESS ELECTIVE	CHOOSE 1 FROM BUS 101, BUS 102 & BUS 103
4	BUS 146 OR BUS 146A & B	BUS 146; BUS 146A & BUS 146B
3	INTRO TO INTERNET DEVELOPMENT ¹	CIS 122
3	DATABASE MANAGEMENT SYSTEMS ¹	CIS 237
6	IT ELECTIVE: CHOOSE 2 COURSES FROM:	
	PROGRAMMING IN JAVA ¹ **	CIS 222
	SERVER SIDE SCRIPTING ¹ *	CIS 151
	PC HARDWARE FUNDAMENTALS ¹	CIS 120
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	CIS 122
3	MAT 119
3	BUSINESS ELECTIVE
1	BUS 118
3	IT ELECTIVE
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110 ^R
3	CIS 143
3-4	LAB SCIENCE
3	CIS 131
4	BUS 146; BUS 146A & BUS 146B
3	BUS 141

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	IT ELECTIVE
3	CIS 144
3	SOCIAL SCIENCE ELECTIVE
3	SPH 111
1	PED
3	CIS 150
FOURTH SEMESTER	
3	CIS 237
3	CIS 231
3	CIS 178
3	LIBERAL ARTS ELECTIVE
3	SOCIAL SCIENCE ELECTIVE
1	PED

¹ Prerequisite Required *Offered each fall **Offered each spring ^R Recommended

AA | LBAA

LIBERAL ARTS AND SCIENCES

> HUMANITIES-SOCIAL SCIENCE

The transfer program in Liberal Arts has traditionally been one of the finest programs at SUNY Adirondack. With proper selection of Humanities and Social Science courses, a student in this Associate in Arts degree program can transfer to a four-year college or university majoring in Anthropology, Art History, Art Studio, Creative Writing, Economics, English, French, German, Government, History, Journalism, Music, Philosophy, Photography, Pre-Law, Psychology, Sociology, Spanish, Speech, or Theater. Recommended high school preparation: Four years of English, three years of social studies, two years of science and two years of math, preferably college preparatory mathematics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
3-4	LAB SCIENCE	
3	MATH OR SCIENCE COURSE	
2	PHYSICAL EDUCATION	
3	HISTORY COURSE	HIS 100, HIS 101 OR HIS 102
3	HISTORY COURSE	HIS 103 OR HIS 104
6	SOCIAL SCIENCE COURSES	ANT 101, ANT 103, ANT 105, ECO 201, ECO 202, HED 103, PSC 101, PSC 102, PSC 103, PSY 101 OR SOC 101
6	ENGLISH COURSES	200 LEVEL
6	HUMANITIES (OTHER THAN ENGLISH)	HUM 180, HUM 190 ART, MUS, PHI, SPH, THR, FOREIGN LANGUAGE (3 CREDITS MUST COME FROM SUNY GENERAL EDUCATION SILOS OF THE ARTS, FOREIGN LANGUAGE, OR HUMANITIES. SEE PAGE 48)
13	LIBERAL ARTS ELECTIVES	
9	ELECTIVES	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104
3	HUMANITIES (OTHER THAN ENGLISH)*
3	SOCIAL SCIENCE (OTHER THAN HISTORY)**
3	MATH
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104
3	HUMANITIES (OTHER THAN ENGLISH)*
3	SOCIAL SCIENCE (OTHER THAN HISTORY)**
3-4	LIBERAL ARTS ELECTIVES
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3-4	LAB SCIENCE
3	ENGLISH (200 LEVEL)
6-7	LIBERAL ARTS ELECTIVES
6	ELECTIVES
FOURTH SEMESTER	
3-4	MATH OR SCIENCE
3	ENGLISH (200 LEVEL)
3-4	LIBERAL ARTS ELECTIVES
3	ELECTIVES

*Humanities:

ART, ASL, CHN, FRN, GRM, HUM 180, HUM 190, MUS, PHI, SPA, SPH, THR

(3 credits must come from SUNY general education silos of arts, foreign language, or humanities)

**Social Science:

ANT, PSY, PSC, ECO, SOC, HED 103

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AA | LBAA**LIBERAL ARTS
AND SCIENCES
(cont.)****ADDITIONAL INFORMATION:**
.....**EMPHASES:**

The emphases listed below have been suggested by the appropriate division for students who want to transfer to a four-year program in these areas. They are NOT majors. They are emphases within the two-year degree of Liberal Arts and Science - Humanities and Social Sciences A.A. The liberal arts elective and the free elective credits within the Liberal Arts/Humanities-Social Science degree can be applied toward courses in a chosen emphasis.

Students should consult the catalog of their transfer institution as early as possible to determine additional requirements. If the transfer institution has a foreign language requirement, it is recommended that students try to fulfill it before transfer.

ART HISTORY: ART 102, ART 106, ART 111, ART 112, ART 113, ART History or ART Studio Elective, Foreign Language.

ART STUDIO: ART 102, ART 106, ART 107, ART 111, ART 112, ART 121, ART 207; ART Electives: ART 103, ART 104, ART 206, ART 208, ART 210, ART 215.

CREATIVE WRITING: ENG 214, 215 and at least four other 200-level English courses, as well as foreign language (6 credits) and a broad range of liberal arts courses; PSY 101.

ELEMENTARY EDUCATION: It is important that students interested in elementary education meet with an advisor during their first semester of college. There are very specific requirements for an elementary education degree that, if not carefully planned out during the first 2 years of college, could greatly lengthen the time required to earn a bachelor's degree.

ENGLISH: ENG 203, 204, 205, 206, 210; ENG electives including at least one World Civilizations Literature course; foreign language (6 credits); PSY 101, PHI 201 or 202; SPH 111.

GRAPHIC ARTS: ART 122, ART 222, ART 251, ART 252, ART 253, ART 254, COM 155.

FRENCH LANGUAGE: FRN 101, FRN 102, FRN 117, FRN 201, FRN 202, FRN 206.

HUMAN SERVICES: PSY 101; PSY 203; PSY 222; PSY 275; PSY 284; SOC 250; SOC 261.

JOURNALISM: ANT 225; ENG 233 and 12 additional credit hours of ENG 200-level electives; PHI 202; PSC 101 and 102; and a broad range of liberal arts courses.

PHOTOGRAPHY: ART 104, ART 105, ART 108, ART 109, ART 114, ART 220, COM 155.

PHYSICAL EDUCATION: BIO 107 - 108; HED 103, 104; PSY 101; SOC 101; SPH 111; PED 105, 108, and at least four additional PED activity courses.

SOCIAL SCIENCE: Concentrations may be obtained in the following academic areas: Anthropology, History, Political Science, Psychology, Sociology.

SPANISH LANGUAGE: SPA 101, SPA 102, SPA 117, SPA 201, SPA 202, SPA 206, SPA 211, SPA 212, SPA 213, SPA 214.

THEATER: THR 101, 102, 105, 106, 107, 210, SPH 114 or equivalent; 3 elective credits from music, visual art or language; Specific course selections to complete the AA degree requirements chosen on an individual basis with advisor.

AS | LAMS

LIBERAL ARTS AND SCIENCES

> MATHEMATICS-SCIENCE

SUNY Adirondack has always been proud of its strong transfer programs in Mathematics and Science. University-parallel programs are available in Biology, Chemistry, Geology, (Earth Science), Mathematics, and Physics, as well as the preparatory courses required for students interested in pursuing careers in Secondary Education and in Dentistry, Nursing, Medicine, and Veterinary Medicine. Necessary course work for transfer to any programs offered by SUNY's College of Environmental Science and Forestry is also available (see Associate Degree Programs, Pre-Environmental Science and Forestry. Recommended high school preparation: Biology, chemistry, physics and four years of math.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	SUNY GEN ED MATH	
3-4	LAB SCIENCE	
3	MATH OR SCIENCE COURSE	
2	PHYSICAL EDUCATION	
3	WESTERN CIVILIZATION	HIS 100, HIS 101 OR HIS 102
3	AMERICAN HISTORY	HIS 103 OR HIS 104
3	SUNY GEN ED SOCIAL SCIENCE	
3	SUNY GEN ED THE ARTS, FOREIGN LANGUAGE OR HUMANITIES	
20	MATH OR SCIENCE COURSE: SEE OPTIONS BELOW	
	BIOLOGY	BIO 107, 108, 111, 112, 113, 114, 205, 212, 213
	CHEMISTRY	CHM 104, 111, 112, 202, 203, 204
	COMPUTER SCIENCE	CIS 143, 144
	EARTH SCIENCE	AST 113, GEO 101, 102, 114, 201, 202
	ENGINEERING	EGR 105, 106, 204, 207, 208, 209, 210, 211
	MATHEMATICS	MAT 123, 124, 127, 129, 131, 132, 220, 223, 227, 231, 232
	PHILOSOPHY	PHI 203
	PHYSICS	PHY 111, 112
6	LIBERAL ARTS ELECTIVES	
8	ELECTIVES	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3-4	LAB SCIENCE
3-4	SUNY GEN ED MATH
3	HISTORY
1	PED
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3-4	MATH OR SCIENCE
3	SUNY GEN ED SOCIAL SCIENCES
3-4	MATH, SCIENCE, OR COMPUTER SCIENCE
1	PED

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	LIBERAL ARTS ELECTIVE
3	HIS 103 OR HIS 104
8	MATH, SCIENCE, OR COMPUTER SCIENCE
4	ELECTIVES
FOURTH SEMESTER	
3	LIBERAL ARTS ELECTIVE
3	SUNY GEN ED ARTS, FOREIGN LANGUAGE OR HUMANITIES
3-4	MATH, SCIENCE, OR COMPUTER SCIENCE
4	ELECTIVES

CONTINUED NEXT PAGE >

AS | LAMS

LIBERAL ARTS AND SCIENCES (cont.)

ADDITIONAL INFORMATION:

EMPHASES:

The emphases listed below are suggested for students who want to transfer to a four-year program in these areas. They are NOT majors in which a two-year degree may be earned; the two-year degree major is Liberal Arts and Science - Mathematics and Science, A.S. Students should consult the catalog of their transfer institution as early as possible to determine additional requirements. If the transfer institution has a foreign language requirement, it is recommended that students try to fulfill it before transfer.

BIOLOGY: First year - BIO 111-112; CHM 111-112; MAT 131-132. Second year - BIO 205, 212; CHM 203-204; PHY 111-112. Students interested in majors within medical or related fields should consider substituting one of the following for BIO 205; BIO 107, 108, 113, 114, 213.

CHEMISTRY: First year - CHM 111-112; MAT 131-132; EGR 105-106. (For some transfer programs, PHY 111 - 112 may be more appropriate.) Second year - CHM 202, 203, 204; MAT 231-232.

GEOLOGY & EARTH SCIENCE: GEO 101, 114, 202; AST 113; One of the following two-course sequences - CHM 111-112, PHY 111-112, EGR 105-106; MAT 123, 131-132; CIS 143

MATHEMATICS: MAT 124, 127, 129, 131, 132, 220, 223, 227, 231, 232; CIS 143, CIS 144.

AAS | MRKT**MARKETING**

The Marketing Associate in Applied Science Degree is designed primarily for students who seek full-time employment. The program is designed to make students aware of the important role of marketing in our present-day economy and to provide knowledge of business practices and procedures. In addition to focusing on the fundamental functions of marketing management, the curriculum offers instruction in such specialized areas as advertising, human resource management, basic accounting, computer spreadsheets, and word processing.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	MAT 127 ^R
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE ELECTIVES	ECO 201 ^R & ECO 202 ^R
6	LIBERAL ARTS ELECTIVES	ART 102 ^R , ART 120 ^R , PHI 207 ^R & SPH 111 ^R
1	SPREADSHEETS	CIS 119
3	WORD PROCESSING IN WINDOWS	BUS 100
3	INTRODUCTION TO BUSINESS	BUS 101
3	PRINCIPLES OF MANAGEMENT	BUS 102
3	PRINCIPLES OF MARKETING	BUS 103
3	CONSUMER BEHAVIOR	BUS 204 (Spring only)
3	PRINCIPLES OF ENTREPRENEURSHIP	BUS 165
4	FINANCIAL ACCOUNTING	BUS 146; BUS 146A & BUS 146B
3	BUSINESS LAW I	BUS 201
3	PRINCIPLES OF ADVERTISING	BUS 203 (Spring only)
3	BUSINESS COMMUNICATIONS	BUS 141
3	PRINCIPLES OF HUMAN RESOURCE MANAGEMENT	BUS 261
2-3	BUSINESS ELECTIVES	
	BUSINESS INTERNSHIP	BUS 178
	BUSINESS LAW II	BUS 202
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	BUS 100
3	BUS 101
1	CIS 119
3	BUS 102
3	BUS 103
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	BUS 201
4	BUS 146 **
3	MATH
1	PED
3	LIBERAL ARTS ELECTIVE***

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	LIBERAL ARTS***
3	BUS 261
3	BUS 141
3-4	LAB SCIENCE
3	SOCIAL SCIENCE ELECTIVES*
FOURTH SEMESTER	
3	BUS 165
3	BUS 203
3	BUS 204
3	SOCIAL SCIENCE ELECTIVES*
1	PED
2-3	BUSINESS ELECTIVES: BUS 178 OR BUS 202

* ECO 201 and ECO 202 recommended

** BUS 146A & B may be substituted.

*** PHI 207, SPH 111, ART 102, ART 120 recommended

AAS | MECH**MECHANICAL TECHNOLOGY****> DESIGN AND DRAFTING**

The Associate in Applied Science Degree Program in Mechanical Technology - Design and Drafting trains the student to enter full-time employment as a beginning drafter, capable of making complete and accurate detail and assembly drawings. Other employment possibilities include work as an estimator, structural detailer, entry-level CAD operator, and clerk of the works. This curriculum can also lead to transfer to senior institutions with programs in Engineering Technology or Industrial Technology. Recommended high school preparation: Math through course I, technical drawing, physics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
6	SOCIAL SCIENCE ELECTIVE	
7-8	MATHEMATICS	MAT 108, MAT 123 OR MAT 131
4	LAB SCIENCE	PHY 107 OR PHY 111
2	PHYSICAL EDUCATION	
3	COMPUTER COURSE	CIS 111 OR CIS 125
3	LIBERAL ARTS ELECTIVE	
8	ENGINEERING GRAPHICS I ² AND II ¹	TEC 107 & TEC 108
3	ARCHITECTURAL PLANNING AND DESIGN I ¹	TEC 109 (Spring only)
3	ARCHITECTURAL PLANNING ¹ AND DESIGN II	TEC 110 (Fall only)
4	CAM PROGRAMMING ¹	TEC 190 (Spring only)
3	TECHNICAL DRAWING I ¹	TEC 213 (Fall only)
3	TECHNICAL DRAWING II ¹	TEC 214 (Spring only)
3	CONSTRUCTION MANAGEMENT ¹	TEC 215 (Fall only)
3	ADVANCED CAD OPERATIONS ¹	TEC 220 (Fall only)
3	INTERNSHIP	TEC 178
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

Additional Information:

Students who plan to pursue a bachelor's degree should complete additional computer science and mathematics courses.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
4	TEC 107
3	CIS 111 OR CIS 125
3	MAT 108 OR MAT 123
3	TEC 215
SECOND SEMESTER	
1	PED
4	TEC 108
4	TEC 190
4	MAT 123 OR MAT 131
3	TEC 109

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	TEC 110
3	SOCIAL SCIENCE
3	TEC 213
3	TEC 220
FOURTH SEMESTER	
1	PED
3	LIBERAL ARTS ELECTIVE
4	LAB SCIENCE
3	TEC 214
3	TEC 178
3	SOCIAL SCIENCE ELECTIVE

AS | MUSI

MUSIC

The A.S. degree in Music provides the first two years of specialized instruction needed by students who ultimately wish to earn a bachelors degree in any music-related field. Courses at SUNY Adirondack closely parallel courses offered by four-year music colleges so that completion of the AS degree will facilitate the transfer process.

Although no entrance audition is required, a placement exam is required for admission to the degree program. The placement exam is administered on specified dates from May through August and is designed to make certain that students are placed in a track (either the degree program or the pre-A.S. degree in Music Track) that will better meet the student's current learning needs. Recommended high school preparation: Music ensembles and private music instruction, along with music courses when available.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
3-4	LAB SCIENCE	
3	MATH OR SCIENCE	
6	HISTORY COURSES	HIS 100, HIS 101 OR HIS 102
3	SOCIAL SCIENCE COURSE (NON-HISTORY)	
2	PHYSICAL EDUCATION	
4	AURAL SKILLS	MUS 119, MUS 120, MUS 219 & MUS 220
2	KEYBOARD HARMONY	MUS 117 & MUS 118
8	MUSIC THEORY	MUS 124, MUS 125, MUS 224 & MUS 225
6	MUSIC LITERATURE AND STYLE	MUS 126 & MUS 127
2	CONDUCTING	MUS 128 & MUS 129
8	PRIVATE INSTRUCTION - PERFORMANCE CONCENTRATION**	MUS 130 **
8	MUSIC ENSEMBLE COURSES***	MUS 105, MUS 110, MUS 131, MUS 132, MUS 133, MUS 134, MUS 135, MUS 136, MUS 139 OR MUS 140 ***
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

Additional Information:

** The Performance Concentration involves 8 credits (taken in 2-credit blocks for each of 4 semesters) of MUS 130 Private Instruction all in one instrument or voice (chosen by the student), with the intent that this will be the primary musical skill in which the student will focus.

*** Ensembles must correspond to the major area of focus as designated by the Music Department. Admittance into performing ensembles is at the discretion of the appropriate conductor/coach.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	MATH COURSE
1	PED
1	MUS 117
1	MUS 119
2	MUS 124
2	MUS 130 **
2	MUSIC ENSEMBLE COURSES***
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	HISTORY (WESTERN CIVILIZATION)
3-4	LAB SCIENCE
1	MUS 118
1	MUS 120
2	MUS 125
2	MUS 130 **
2	MUSIC ENSEMBLE COURSES***

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	HISTORY (WESTERN CIVILIZATION)
3	MATH OR SCIENCE
3	MUS 126
1	MUS 128
2	MUS 130 **
1	MUS 219
2	MUS 224
2	MUSIC ENSEMBLE COURSES***
FOURTH SEMESTER	
1	PED
3	SOCIAL SCIENCE COURSE (NON-HISTORY)
3	MUS 127
1	MUS 129
2	MUS 130 **
1	MUS 220
2	MUS 225
2	MUSIC ENSEMBLE COURSES***

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AS | MUSI

MUSIC (cont.)

ADDITIONAL INFORMATION:

Pre-Music Track students should register under the Liberal Arts degree program and, over the course of the two semesters, take a range of 9-12 General Education credits that apply to both the Liberal Arts degree and the A.S. degree program in Music.

The credited music classes listed in the Pre-Music Track count in the Liberal Arts program as electives, and will, therefore, count toward the 12-credit minimum in the major to maintain eligibility for financial aid.

FALL		
COURSE #	CR.	COURSE NAME
MUS 103	3	MUSIC FUNDAMENTALS
MUS 115 & 116	2	CLASS PIANO I & II
MUS 097	0	INTRO TO AURAL SKILLS I
MUS 130	2	**PRIVATE INSTRUCTION FOR NON MAJORS
TOTAL	7	
SPRING		
MUS 123	2	POP & WORLD FOLK MUSIC THEORY
MUS 130	1	APPLIED PIANO LESSONS FOR NON MAJORS
MUS 098	0	INTRO TO AURAL SKILLS II
MUS 101	3	MUSIC APPRECIATION
MUS 130	2	**PRIVATE INSTRUCTION FOR NON MAJORS
TOTAL	8	

** MUS 130 Private Instruction must be in the student's major instrument.

Admittance into performing ensembles is at the discretion of the appropriate conductor/coach.

AAS | NURS**NURSING**

The Nursing A.A.S. program provides a sound foundation in both the theoretical principles of nurse caring and the clinical foundations of nursing practice. Students have varied opportunities in many different health care environments during their clinical practice in the program and, therefore, graduates of the program are prepared to begin employment in a variety of health care settings as entry level professional nurses.

The program is approved by the New York State Board of Education and is accredited by the National League for Nursing Accrediting Commission (61 Broadway, 33rd Floor, New York, NY 10006). Successful completion of the program enables the graduate to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). Hegis Code Nursing 5208. Required Preparation: must be eligible to enter BIO 107 (Regents or college preparatory Biology and Chemistry in the last five years or BIO 103 and CHM 103 or equivalent course). Students who do not demonstrate competency in Math will be required to take MAT 167 (MAT 097 acceptable) prior to or concurrent with first semester nursing courses.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	ANATOMY & PHYSIOLOGY I ¹	BIO 107
4	ANATOMY & PHYSIOLOGY II ¹	BIO 108
4	MICROBIOLOGY ¹	BIO 113
2	PHYSICAL EDUCATION	
3	GENERAL PSYCHOLOGY	PSY 101
3	SOCIOLOGY	SOC 101
3	DEVELOPMENTAL PSYCHOLOGY ¹	PSY 222
3	FOUNDATIONS OF NURSE CARING I	NUR 100
3	CLINICAL FOUNDATIONS OF NURSE CARING	NUR 101
5	PRINCIPLES OF NURSE CARING II ¹	NUR 102
5	PRINCIPLES OF FAMILY NURSE CARING ¹	NUR 103
10	PRINCIPLES OF NURSE CARING III ¹	NUR 104
4	PRINCIPLES OF NURSE CARING IV ¹	NUR 200
4	PRINCIPLES OF MENTAL HEALTH NURSE CARING ¹	NUR 201
2	PROFESSIONAL ISSUES AND LEADERSHIP IN NURSING	NUR 202
2	NURSING ELECTIVES	
68 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
4	BIO 107
3	NUR 100
3	NUR 101
3	PSY 101
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	BIO 108
10	NUR 104; NUR 102 & NUR 103

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
10	NUR 104; NUR 102 & NUR 103
4	BIO 113
1	PED
3	PSY 222
1	NURSING ELECTIVE
FOURTH SEMESTER	
4	NUR 200
4	NUR 201
3	SOC 101
1	PED
2	NUR 202
1	NURSING ELECTIVE

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AAS | NURS**NURSING (cont.)****ADDITIONAL INFORMATION:**

1. Students requesting admission into the Nursing Program must submit a separate Nursing Program Application. Deadline for Fall semester entry is February 1st. Deadline for Spring semester is October 1st.
2. A GPA of 2.5 or better is required to enter the Nursing Program.
3. A grade of C+ (77) is required in all nursing courses for the AAS in Nursing and in BIO 107, BIO 108, and BIO 113. Grades less than C+ (77) in the above courses cannot be used to fulfill program requirements.
4. Students seeking re-entry into the Nursing Program must retake Nursing Courses older than two years and required Science Courses older than 5 years.
5. Required nursing courses for the AAS in Nursing may be repeated once. Students who do not achieve a C+ when repeating a required nursing course will be withdrawn from the Nursing program. Additionally, only one nursing course may be repeated. Also, students who do not achieve a C+ in the required Biology Courses may only repeat them once to attain the required C+.
6. Students must successfully complete the nursing courses in the semester they are currently in prior to beginning another semester in nursing.
7. Students who fail a nursing course are not guaranteed continued enrollment in the program.
8. Students may only withdraw from a required nursing course one time.
9. Students must complete the Nursing program in seven semesters from enrollment in the first nursing course.
10. All required nursing theory courses include a one hour seminar each week.
11. Nursing electives can be chosen from any NUR course not required in the curriculum.
12. Clinical experiences are provided in area health care facilities during day and evening hours and are dependent on availability of placements. PLEASE NOTE: Students may be required to travel an hour or more to a clinical site and must provide their own transportation.
13. Clinical sections may be taught by adjunct faculty.
14. Admission and continuation in this program are conditional upon annual completion of the required physical examination, TB test, CPR certification, and personal professional liability insurance. Hepatitis B, Tetanus and Varicella vaccines are also required for all students. Forms are available from the faculty secretary's office in the Health Sciences Division. Students not in compliance will not be allowed in the clinical area and will receive an unsafe for the clinical experience missed.
15. Unsatisfactory or unsafe application of theory in the clinical laboratory may result in the student being withdrawn from the Nursing program.
16. Graduates of practical nursing programs may be granted advanced standing in the Nursing program. Please contact the secretary of the Health Sciences Division for further information. LPNs and GPNs must register for Nursing Process (NUR150) prior to or in their first semester of enrollment in nursing classes.
17. Transfer students must meet the 2.5 GPA to enter the Nursing program and have a grade of C+ (77) or better in BIO 107, BIO 108, BIO 113, and any transfer nursing courses. Grades being transferred will be used to calculate GPA for admission. Transfer nursing students may be required to take Nursing Process (NUR 150) in their first semester of enrollment in Nursing courses.
18. Consideration of a January class is determined on a year to year basis depending on enrollment.
19. Articulation agreement(s) are in place that provide for a seamless transition for SUNY Adirondack nursing students from an AAS to a B.S. program of study.
20. All students will be required to take a Comprehensive Mid-Curricular and a Comprehensive Exit exam prior to graduation.
21. Applicants to the Nursing Program who have been found guilty of a crime and/or have pending criminal charges (misdemeanor or felony) should contact the Office of the Professions for New York to determine eligibility for licensure.

AAS | RADT

RADIOLOGIC TECHNICIAN

The Radiologic Technician program is designed to provide certified radiographers a path to advance in their field. The college will equate certification from a school of radiography to one year of transfer credit (30 credits), applicable in this program only. SUNY Adirondack will provide 35 credit hours of general education course work leading to an AS degree.

Note: Students without a certificate should enroll in the Liberal Arts/Math & Science degree to fulfill the prerequisite necessary for admission into the radiology school of their choice. First-time students interested in this program should seek advisement.

CR.	COURSE TITLE	COURSE CODE
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	HUMAN ANATOMY AND PHYSIOLOGY I ¹	BIO 107
4	HUMAN ANATOMY AND PHYSIOLOGY II ¹	BIO 108
3	COMPUTER COURSE	CIS 111 OR CIS 125
4	STATISTICS	MAT 127
3	BIOMEDICAL ETHICS	PHI 206
2	PHYSICAL EDUCATION	
3	GENERAL PSYCHOLOGY	PSY 101
3	PRINCIPLES OF SOCIOLOGY OR ANTHROPOLOGY	ANT 101 OR SOC 101
3	HISTORY COURSE	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104
30	TRANSFER FROM ACCREDITED CERTIFICATE PROGRAM IN RADIOLOGIC TECHNOLOGY	
65 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
3	ENG 101 OR ENG 100A & ENG 100B
4	BIO 107
3	PHI 206
3	PSY 101
1	PED
3	CIS 111 OR CIS 125
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
4	BIO 108
4	MAT 127
3	ANT 101 OR SOC 101
1	PED
3	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104

AAS | RTVB

RADIO-TELEVISION BROADCASTING

As a social influence, the effects of radio and television are far-reaching. As an industry, the broadcast media provide a multitude of career choices. Graduates of the program have found employment as television production assistants, TV producer/directors, on-air radio talent, public relations assistants, and sales consultants. This program is designed to develop students as generalists in the broadcast field. Completing the degree requirements should prepare students to seek entry-level employment at broadcast and production facilities. A balance of theoretical knowledge and practical production skills are developed through course work, internship and co-curricular activities. Recommended high school preparation: Speech, computer and English Writing - related courses.

CR.	COURSE TITLE	COURSE CODE
1-4	COLLEGE LEARNING OR FRESHMAN SEMINAR	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MATH COURSE	
3-4	LAB SCIENCE	
2	PHYSICAL EDUCATION	
6	SOCIAL SCIENCE COURSES	
3	INTRODUCTION TO TELECOMMUNICATIONS	COM 172
3	DIGITAL AUDIO PRODUCTION	COM 175
1-3	BROADCAST INTERNSHIP OR RADIO STATION OPERATIONS	COM 178 OR COM 191
3	DIGITAL VIDEO EDITING	COM 181
3	MASS COMMUNICATIONS	COM 183 (Fall only)
3	TV STUDIO PRODUCTION	COM 185 (Spring only)
3	TELEVISION FIELD PRODUCTION	COM 186 ¹
3	APPLIED RADIO PRODUCTION ¹	COM 188
3	INTRODUCTION TO BROADCAST WRITING ¹	COM 201 (Spring only)
3	BROADCAST SALES AND MANAGEMENT ¹	COM 202 (Fall only)
3	ADVANCED VIDEO PRODUCTION ¹	COM 215 (Spring only)
3	COMPUTERS & APPLICATIONS OR OFFICE PRODUCTIVITY SOFTWARE	CIS 111 OR CIS 125
3	VOICE AND DICTION	SPH 114 (Fall only)
3	INTRODUCTION TO DIGITAL ART	ART 122
3	ELECTIVES*	
64 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

Additional Information:

*Suggested electives: ENG 252, BUS 103, BUS 109, BUS 118, MUS 203.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	CIS 111 OR CIS 125
3	COM 172
3	COM 175
3	COM 181
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
1	PED
3	ART 122
3	COM 201
3	COM 186
3	MATH

RECOMMENDED SECOND YEAR	
THIRD SEMESTER	
3	SOCIAL SCIENCE
3	SPH 114
3-4	LAB SCIENCE
3	COM 188
3	COM 183
1	PED
FOURTH SEMESTER	
3	COM 215
3	COM 185
3	ELECTIVES
3	SOCIAL SCIENCE
3	COM 202
1-3	COM 178 OR COM 191

CERT | CEAS

ADVENTURE SPORTS > LEADERSHIP & MANAGEMENT

Adventure Sports is an adventure-based academic experience focused on preparing highly skilled outdoor industry professionals through intensive training and professional certification. The Adventure Sports Certificate is an intensive program focused on outdoor technical skill development, professional certification, and leadership training. Students completing the Certificate requirements will be prepared for entry-level careers in the outdoor adventure industry.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
6	LIBERAL ARTS ELECTIVES	
3	FUNDAMENTALS OF BACKCOUNTRY LIVING	AVS 101
2	BASIC RIVER AND BACKCOUNTRY CANOEING	AVS 102 ¹
2	INTRODUCTION TO EASTERN MOUNTAINEERING	AVS 103 ¹
3	FOUNDATIONS OF ADVENTURE EDUCATION	AVS 140
3	WILDERNESS FIRST RESPONDER	HED 108
3	ADVENTURE PROGRAM OPERATIONS INTERNSHIP	AVS 178 ¹
CHOOSE 5 CREDITS FROM AT LEAST ONE AREA OF CONCENTRATION		
CHALLENGE		
1	CHALLENGE COURSE I	PED 152
1	CHALLENGE COURSE II	PED 162 ¹
3	CHALLENGE COURSE FACILITATION	AVS 221 ¹
SNOWSPORTS		
1	SKIING I OR SNOWBOARDING I	PED 124 OR PED 144
1	SKIING II OR SNOWBOARDING II	PED 154 OR PED 174 ¹
3	FUNDAMENTALS OF BACKCOUNTRY SKIING	AVS 224 ¹
WATER		
1	WATER I	PED 139
1	WATER II	PED 149 ¹
3	RIVER SAFETY AND SWIFTWATER RESCUE	AVS 222 ¹
31 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	LIBERAL ARTS
3	AVS 101
1	PED 152 *
3	AVS 140
WINTER	
1	PED 124 OR PED 144 **
SECOND SEMESTER	
3	LIBERAL ARTS
2	AVS 102
2	AVS 103
3	AVS 178
3	AVS 224
4	HED 108
1	PED 154 OR PED 174 **
1	PED 162 *
SUMMER	
3	AVS 221 *
3	AVS 222 ***
1	PED 139 ***
1	PED 149 ***

* Challenge Course Concentration

** Snowsports Concentration

*** Whitewater Concentration

CERT | CECK

COMMERCIAL COOKING CERTIFICATE

Locally, where the tourism industry is so important, positions in food preparation and distribution are plentiful. This certificate is designed to develop job entry skills for immediate employment. All courses provide the student with the necessary technical background to be a cook in any hospitality facility (restaurant, bake shop, supermarket). Successful certificate completion includes achieving National Restaurant Certification in ServSafe Sanitation. In addition, all certificate credits transfer to the Food Service AAS degree program. Recommended High School Preparation: Math Functions.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	FUNDAMENTALS OF NUTRITION	SCI 161
3	SOCIAL SCIENCE COURSE	
1	SANITATION	CUL 125 (Fall only)
4	BASIC FOOD PREPARATION I ²	CUL 127 (Fall only)
4	BASIC FOOD PREPARATION II ¹	CUL 128 (Spring only)
2	BAKING TECHNIQUES	CUL 130 (Fall only)
2	CHOOSE FROM:	
	DINING ROOM SERVICE	CUL 131 (Fall and Spring)
	FOOD SPECS AND CONTROL	CUL 135 (Fall only)
2-3	CHOOSE FROM:	
	ADVANCED BAKING TECHNIQUES ¹	CUL 132 (Spring only)
	INTRODUCTION TO WINE & SPIRITS	CUL 140 (Every other Fall only)
	SAUCE THEORY I	CUL 142 (Spring only)
	BAR OPERATIONS AND MIXOLOGY	CUL 143 (Every other Fall only)
3	FOOD SERVICE MANAGEMENT LAW	CUL 136 (Spring only)
2	MATH EM A TIC APPLICATIONS FOR THE FOOD SERVICE	CUL 141 (Spring only)
1	SUPERVISED WORK EXPERIENCE	CUL 178
31 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

Additional Information:

- Students are required to wear an approved chef's uniform in all the labs.
- Students must purchase a complete cutlery set. Information will be provided in class.

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
1	CUL 125
4	CUL 127
2	CUL 130
2	CUL 131 OR CUL 135
3	SOCIAL SCIENCE ELECTIVE
SECOND SEMESTER	
4	CUL 128
1	CUL 178
2	CUL 141
3	SCI 161
3	CUL 136
2-3	CUL 132, CUL 140, CUL 142 OR CUL 143

Additional Information:

Student must arrange to select one of these four courses in the appropriate semester.

CUL 132 Spring Only
CUL 140 Every other Fall
CUL 142 Spring Only
CUL 143 Every other Fall

CERT | CEMA

COMMUNICATIONS AND MEDIA ARTS

The areas of communications and media arts are continually growing. Opportunities for employment encompass graphic design, web design, digital arts, and photography. There is a demand in our region, as well as nationwide, for individuals in all areas of communications. Students who choose to continue their education after earning the certificate may transfer credits directly into a comparable two-year degree program. Recommended high school preparation: basic design and computer literacy.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	BASIC DESIGN	ART 102
3	BASIC PHOTOGRAPHY	ART 104
3	STUDIO PHOTOGRAPHY ¹	ART 105
3	GRAPHIC ARTS I	ART 222
3	GRAPHIC ARTS II ¹	ART 252
3	MULTIMEDIA DESIGN ¹	ART 251
3	MEDIA ARTS: CULTURE & HISTORY	COM 155
3	MASS COMMUNICATIONS	COM 183
1	INTERNSHIP OR PORTFOLIO	ART 290, ART 290B, ART 290C OR COM 178 DEVELOPMENT
3	ELECTIVES	SUGGESTED ELECTIVES INCLUDE: CIS 111, CIS 125, OR OTHER ART/COM COURSES.
32 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	ART 102
3	ART 104
3	ART 222
3	COM 183
SECOND SEMESTER	
3	ART 105
3	ART 252
3	ART 251
3	COM 155
1	COM 178, ART 290, ART 290B OR ART 290C
3	ELECTIVES

CERT | CEDS

DESKTOP SUPPORT SPECIALIST

In today's fast-paced and fiercely competitive business environment, companies and individuals increasingly depend on complex computing technology to do their work. This dependence and complexity result in an enormous challenge to support the growing number of technology users.

This program will prepare students to enter the job market with a set of skills that will allow them to manage the technology found in today's office environment. Students will gain knowledge and experience in dealing with customers and how businesses function. They will be prepared to do problem tracking, statistical analysis on problems, and to create meaningful technical reports.

Upon completion of the program, students will be prepared to take the CompTIA A+ industry certification in both PC hardware and software.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
4	INTRODUCTORY STATISTICS WITH PROBABILITY	MAT 127
3	INTRODUCTION TO BUSINESS	BUS 101
3	COMPUTERS AND APPLICATIONS	CIS 111
3	PC HARDWARE FUNDAMENTALS	CIS 120
3	PC SOFTWARE FUNDAMENTALS	CIS 123
3	OFFICE PRODUCTIVITY SOFTWARE	CIS 125
3	HELPDESK PROFESSIONAL	CIS 129
3	INTRODUCTION TO NETWORKING	CIS 131
3	CHOOSE ONE OF THE FOLLOWING:	
	ADVANCED PC APPLICATIONS	CIS 126
	INTRO TO INTERNET DEVELOPMENT	CIS 122
32 MINIMUM CREDITS REQUIRED FOR GRADUATION		

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	CIS 125
3	BUS 101
3	CIS 111
3	CIS 120
SECOND SEMESTER	
3	CIS 123
3	CIS 129
4	MAT 127
3	CIS 131
3	ELECTIVE

CERT | CEDR

DRAFTING

The responsibilities vary widely for drafting positions. Some drafting is merely the physical redrawing in a neat, precise manner, to a definite scale of the information presented in a sketch. Other positions require the drafter to understand engineering designs and interpret information in numerical computation sheets. He or she must be acquainted with codes, specifications, trade standards, and construction procedures. This program is designed to give the student fundamentals on mechanical and architectural drafting techniques and the use of the instruments of the profession. A supervised work experience is also included in this program. Students may transfer credits directly into the Mechanical Technology Design and Drafting AAS or other comparable two year degree program. Recommended high school preparation: Math through course I, technical drawing, physics.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3-4	MATH COURSE	MAT 108, MAT 123 OR MAT 131
3	COMPUTER SCIENCE	CIS 111 OR CIS 125
8	ENGINEERING GRAPHICS I ² AND II ¹	TEC 107 & TEC 108
3	ARCHITECTURAL PLANNING AND DESIGN ¹	TEC 109 (Spring only)
3	CONSTRUCTION MANAGEMENT ¹	TEC 215 (Fall only)
4	CAM PROGRAMMING ¹	TEC 190 (Spring only)
1	TECHNOLOGY INTERNSHIP ¹	TEC 178
29 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
4	TEC 107
3	CIS 111 OR CIS 125
3	TEC 215
SECOND SEMESTER	
3	MAT 108, MAT 123 OR MAT 131
3	TEC 109
4	TEC 108
4	TEC 190
1	TEC 178

CERT | CEEC

EARLY CHILDHOOD STUDIES

ACC's Early Childhood Studies certificate program is designed to fill the rapidly growing need for trained professionals in licensed childcare settings. Childcare providers are increasingly demanding formal training prior to employment, or for continued employment. Students completing this program will be prepared to enter the workplace in a variety of childcare settings, or seek advancement if already employed. Students wishing to continue their education may enroll in the Liberal Arts-Humanities/Social Science program and utilize most credits earned in this certificate. Recommended high school preparation: High school average of C or above.

Students must demonstrate competence in basic literacy, which may include testing or other forms of evaluation.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3-4	SCIENCE COURSE	BIO 103 OR SCI 161 RECOMMENDED
3	CHILDREN'S LITERATURE	ENG 249
3	FIRST AID & SAFETY	HED 104
3	GENERAL PSYCHOLOGY	PSY 101
3	CHILD PSYCHOLOGY ¹	PSY 202
3	PRINCIPLES OF SOCIOLOGY	SOC 101
3	INTRODUCTION TO EARLY CHILDHOOD LEARNING	ECS 105 (Fall only)
3	CURRICULUM DEVELOPMENT AND METHODS	ECS 130 (Spring only)
3	FIELD EXPERIENCE ¹	ECS 205 (Spring only)
31 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required ² Coerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	ECS 105
3	PSY 101
3	HED 104
3-4	SCIENCE REQUIREMENT*
SECOND SEMESTER	
3	ENG 249
3	ECS 130
3	SOC 101
3	PSY 202
3	ECS 205

* BIO 103 or SCI 161 recommended

CERT | CERB

RADIO BROADCASTING

Digital technology and changes in governmental regulation of commercial radio have launched a revolution in the U.S. broadcasting industry. Today's broadcast professionals rely on computer skills to create programming, record and edit audio, and gather and report news. Students work on-air at WGFR, the College's FM radio station. Through course work, internships, and co-curricular activities, students develop broadcast writing and production skills, as well as a theoretical understanding of the mass media and broadcast programming philosophies. Graduates seek entry-level employment at radio stations. Students may transfer credits into a comparable two-year degree program. Recommended high school preparation: Speech, computer and English writing-related courses.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	INTRODUCTION TO TELECOMMUNICATIONS	COM 172
3	DIGITAL AUDIO PRODUCTION	COM 175
1-3	BROADCAST INTERNSHIP OR RADIO STATION OPERATIONS	COM 178 OR COM 191
3	MASS COMMUNICATIONS	COM 183 (Fall only)
3	DIGITAL VIDEO EDITING	COM 181
3	APPLIED RADIO PRODUCTION ¹	COM 188
3	INTRO TO BROADCAST WRITING ¹	COM 201 (Spring only)
3	COMPUTERS & APPLICATIONS OR OFFICE PRODUCTIVITY SOFTWARE	CIS 111 OR CIS 125
3	ELECTIVES*	*SUGGESTED ELECTIVES INCLUDE: COM 202 OR BUS 103 OR SPH 114
32 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	COM 172
3	COM 175
3	COM 181
3	COM 183
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
1-3	COM 178 OR COM 191
3	COM 188
3	COM 201
3	CIS 111 OR CIS 125
3	ELECTIVES

CERT | CETA

TEACHING ASSISTANT

The Teaching Assistant program has been designed to meet the training levels for Teaching Assistants in New York State as proposed by the State Education Department. Teaching assistants work in public school settings helping the classroom teacher to accomplish daily tasks. They provide direct instructional services to the students under the supervision of a licensed teacher. The teaching assistant is able to work with small groups of students on special projects, help the teacher better know the students, and may assist students in utilizing a variety of instructional resources. This program will also transfer into SUNY Adirondack's A.A. or A.S. programs. After completing the A.A. or A.S. degree, students may choose to pursue a bachelor's degree in education at a four-year college or university. Recommended High School Preparation: Math course A.

CR.	COURSE TITLE	COURSE CODE
1-4	FRESHMAN EXPERIENCE	HRD 100, HRD 100A OR HRD 110
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	ENGLISH	ENG 102, ENG 103, ENG 108 OR ENG 249
3	GENERAL PSYCHOLOGY	PSY 101
3	CHILD PSYCHOLOGY ¹ OR DEVELOPMENT PSYCHOLOGY ¹	PSY 202 OR PSY 222
3	MATH	MAT 108, MAT 114 OR MAT 115
3	SPEECH	SPH 111
3	COLLEGE HEALTH	HED 103
3	HISTORY COURSE	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104
3	ART, MUSIC OR THEATER	ART, MUS OR THR
3	EDUCATIONAL FOUNDATIONS	EDU 101
31 MINIMUM CREDITS REQUIRED FOR GRADUATION		

¹ Prerequisite Required

RECOMMENDED FIRST YEAR	
FIRST SEMESTER	
1-4	HRD 100, HRD 100A OR HRD 110
3	ENG 101 OR ENG 100A & ENG 100B
3	PSY 101
3	HED 103
3	MAT 108 OR MAT 114
3	HIS 100, HIS 101, HIS 102, HIS 103 OR HIS 104
SECOND SEMESTER	
3	ENG 102, ENG 103, ENG 108 OR ENG 249
3	PSY 202 OR PSY 222
3	SPH 111
3	EDU 101
3	ART, MUS THR

FOREST TECHNOLOGY

> SUNY ENVIRONMENTAL SCIENCE & FORESTRY AAS

This program is designed for those students pursuing the AAS degree in forest technology from the SUNY College of Environmental Science and Forestry. After the one-year general studies program at SUNY Adirondack, the student will complete the degree requirements at the Wanakena campus at SUNY ESF.

CR.	COURSE TITLE	COURSE CODE
FIRST YEAR - FALL SEMESTER		
4	GENERAL ZOOLOGY	BIO 111
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	MATH FUNCTIONS	MAT 108
3	ELECTIVES BY ADVISEMENT	
1	FRESHMAN SEMINAR	HRD 110
SPRING SEMESTER		
4	GENERAL BOTANY	BIO 112
3	WRITING II	ENG 102, ENG 103, ENG 104, ENG 105, ENG 106, ENG 108, ENG 109 OR ENG 110
3	MICRO ECONOMICS	ECO 202
6	ELECTIVES BY ADVISEMENT	
30 MINIMUM CREDITS REQUIRED FOR TRANSFER		

VETERINARY SCIENCE TECHNOLOGY

> SUNY CANTON ASSOCIATE IN APPLIED SCIENCE

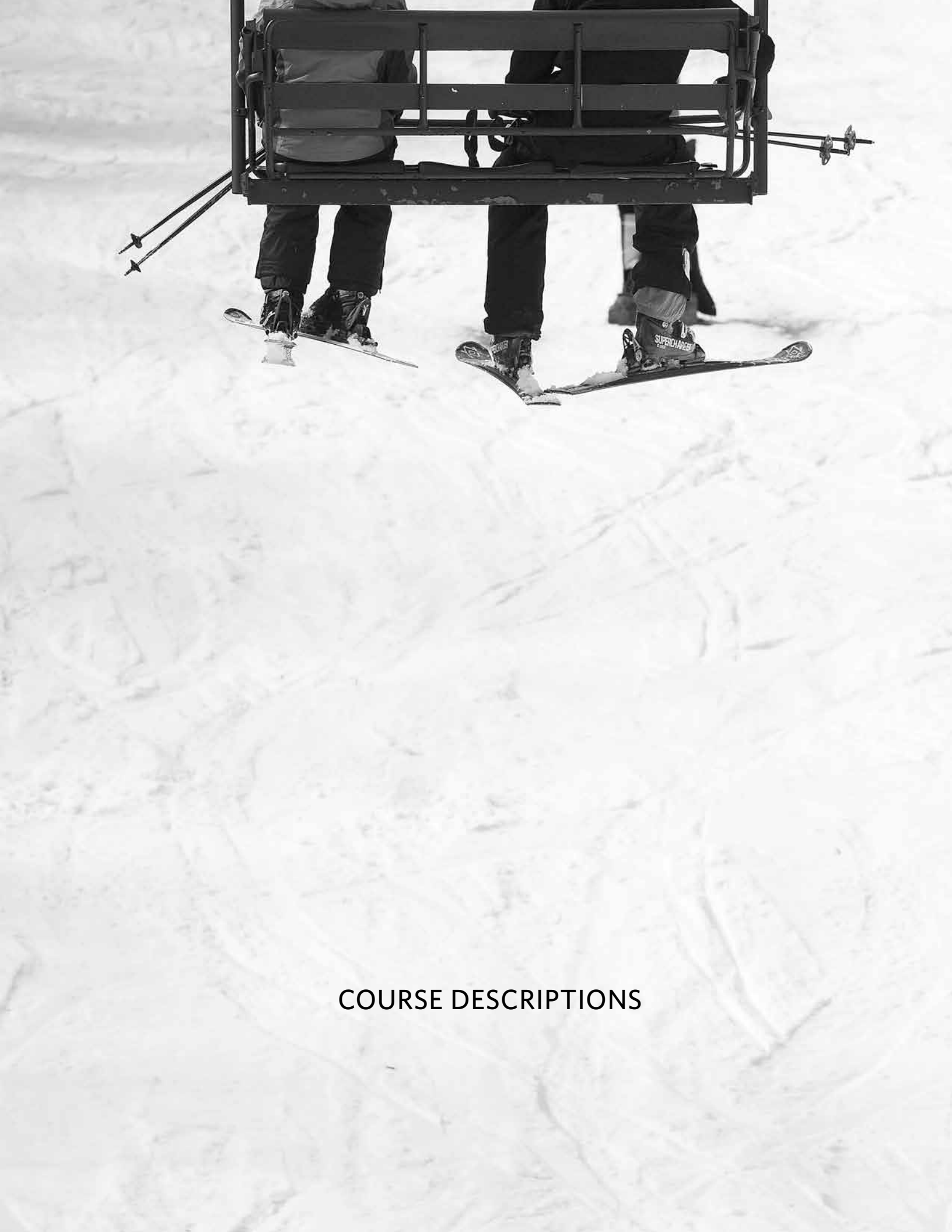
Entrance requirements: Regents Biology, Regents Chemistry, Regents Math Course I & II, all within the last five years of equivalent SUNY Adirondack courses (BIO 103, CHM 103, MAT 108). English writing-related courses.

CR.	COURSE TITLE	COURSE CODE
FIRST YEAR - FALL SEMESTER		
4	GENERAL ZOOLOGY	BIO 111
4	GENERAL CHEMISTRY	CHM 111
3	WRITING I	ENG 101 OR ENG 100A & ENG 100B
3	GENERAL PSYCHOLOGY	PSY 101
2	INTRO TO VETERINARY SCIENCE	VET 101
2	INTRO TO ANIMAL AGRICULTURE	VET 103
SPRING SEMESTER		
4	MICROBIOLOGY ¹	BIO 113
3	ACADEMIC WRITING	ENG 102
3	SOCIAL SCIENCE OR HISTORY ELECTIVE	
3	VETERINARY CLINICAL PATHOLOGY I ¹	VET 112
3	ANIMAL ANATOMY & PHYSIOLOGY ¹	VET 114
2	INTRO TO VETERINARY SCIENCE II ¹	VET 115
SUMMER ONE		
3	ENGLISH LITERATURE (SUNY GEN ED HUMANITIES)	
39 MINIMUM CREDITS REQUIRED FOR TRANSFER		

¹ Prerequisite Required

Additional Information:

To complete the Associate in Applied Science degree in Veterinary Science Technology, students will be required to attend SUNY Canton for the second year of the program. While at SUNY Adirondack, students are enrolled as Liberal Arts AS majors.



COURSE DESCRIPTIONS

Each course listed in this section is expected to be taught at least once during each academic year. Some courses are not scheduled on a regular basis. Courses not listed in this catalog may also be offered as the College continues to expand its curriculum. The descriptions are general in nature and are not intended to include all topics which may be part of the course. More detailed information about each course can be obtained by requesting a course outline from the Office of the Vice President for Academic and Student Affairs. For the most current and accurate information, please refer to the college web site, www.sunyacc.edu.

NUMBERING OF COURSES

In general, courses numbered from 100 through 199 are for first-year students; those numbered above 200 are for second-year students, or require a prerequisite. Courses numbered 001 through 099 are non-degree courses.

COURSE REQUIREMENTS

In general, a semester hour indicates attendance at class one hour each week for a semester. Implicit is the requirement that each hour of class requires two hours of outside work by the student. Two or three hours of laboratory work count the same as one hour of lecture-recitation.

COMPUTER USAGE

Many courses require computer use. It is expected that students will have basic computer literacy, such as word processing and familiarity with the internet. In addition, faculty may require students to access and submit classroom information/activities/assignments via the SUNY Adirondack on-line classroom network or world wide web. Individual course requirements are specified on the faculty course syllabi.

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AVS**ADVENTURE SPORTS****AVS 101 > Fundamentals of Backcountry Living****3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A comprehensive introduction to planning, managing, and leading backcountry expeditions in the non-winter mountain environment. This course is designed to immerse students in the fundamental skills and knowledge necessary to professional preparation as outdoor and adventure leaders. This course will emphasize industry standards of practice, professional certification, experiential skill development and application, equipment use, managing risk and environmental impact, emergency and rescue management, backcountry first aid, mountain ecology, basic backcountry navigation and technology, Leave No Trace outdoor ethics, trip planning, and expedition leadership in the non-winter mountain environment.

AVS 102 > Basic and Backcountry Canoeing**2 CREDIT HOURS** ▪ LECTURE: 1 HOUR | LAB: 3 HOURS

A comprehensive introduction to planning, managing, and leading backcountry canoe expeditions on basic and moving water. This course expands upon AVS 101 and is designed to immerse students in the fundamental skills and knowledge necessary for professional preparation as outdoor and adventure leaders. This course will emphasize industry standards of practice, professional certification, the development and application of fundamental paddle skills, trip planning, emergency and rescue management, reading water, managing risk and environmental impact, basic backcountry navigation and technology, Leave No Trace ethics for aquatic environments, aquatic ecology, trip planning, and expedition leadership in the aquatic environment. *Prerequisite: AVS 101.*

AVS 103 > Introduction to Eastern Mountaineering**2 CREDIT HOURS** ▪ LECTURE: 1 HOUR | LAB: 3 HOURS

A comprehensive introduction to planning, managing, and leading eastern mountaineering winter expeditions. This course expands upon AVS 101 and is designed to immerse students in the fundamental skills and knowledge necessary for professional preparation as outdoor and adventure leaders. This course will emphasize industry standards of practice, the development and application of technical skills associated with winter travel, winter camping, eastern mountaineering, as well as planning, managing, and leading winter expeditions. Snow physics and avalanche safety, cold weather survival and injuries, winter ecology, expedition risk management, backcountry navigation, Leave No Trace ethic for the winter environment, technology in the backcountry, and expedition leadership in the winter environment are also emphasized. *Prerequisites: AVS 101.*

AVS 140 > Foundations of Adventure Education**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

In this comprehensive overview of the theoretical, philosophical, and historical foundations of contemporary Adventure Education, students will examine history, growth and development, models, theories, patterns and trends, research and outcomes, resources and literature, contemporary issues, and professionalization of outdoor adventure education, recreation, and leisure services. This course will highlight adventure program leadership through the study of adventure education theoretical models.

AVS 178 > Adventure Program Operations Internship**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

A cooperative internship program integrating practical work experience in adventure program management and operations with classroom seminar experience. Students will be required to spend a minimum of 120 hours in an Adventure Sports: Leadership and Management intern position consistent with the student's area of concentration; maintain a working journal of the experience; and complete a final report. An evaluation of the student's performance will be completed by site supervisor/mentor. *Prerequisites: AVS 101 and AVS 102 and AVS 103 and AVS 140 and HED 108.*

AVS 221 > Challenge Course Facilitation**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A comprehensive course designed to prepare students with the experiential, technical, and leadership skills fundamental to planning and leading educational, therapeutic, and recreational programs on a challenge course. This course provides a comprehensive understanding of challenge course programming, including instructional methodologies, curriculum and instruction considerations, lesson planning, group dynamics, equipment use, experiential learning cycle, Full Value Contracting, and Challenge by Choice. This course will emphasize leadership considerations, risk mitigation and safety management, needs assessment, and evaluation of adventure-based programming on a challenge course. Students will be trained in all facets of facility-based adventure programs which will prepare them to lead programs on any challenge course. *Prerequisites: HED 108 and PED 162.*

AVS 222 > River Safety & Swiftwater Rescue**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

Designed to prepare whitewater leaders with proactive prevention techniques and effective whitewater rescue management skills. Students will learn and practice techniques for accident prevention, preparedness, and rescue response. Emphasis will be on effective river running, river safety, safe river leadership, management and operation skills necessary to avoid rescue scenarios, as well as whitewater rescue skills. Student who successfully complete this course are eligible for American Canoe Association Certification. *Prerequisites: HED 108 and PED 149.*

AVS 223 > Outdoor Emergency Care**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A competency-based National Ski Patrol medical care education program. This course prepares ski patrolers and other outdoor and adventure professionals to respond to and provide care for medical emergencies encountered in the pre-hospital, non-urban setting. The medical care knowledge and skills learned are oriented toward the wilderness environment, with special emphasis on ski and snowboard injuries, high-altitude and cold-weather illness, wilderness evacuations, and the special equipment needed for emergency care and transportation in the outdoor environment. Students who successfully complete this course are eligible for National Ski Patrol Outdoor Emergency Care Certification. *Prerequisites: PED 154 or PED 174.*

AVS 224 > Fundamentals of Backcountry Skiing**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A comprehensive Nordic skiing course designed to introduce students to the technical aspects, tactical concepts, and standards of practice fundamental to Backcountry Skiing. This course encompasses instruction in Cross Country, Telemark and Backcountry Skiing. Emphasis is placed on developing efficient and effective technique to build the foundational skills necessary to pursue extended backcountry tours. Students will learn basic ski mountaineering skills, advance skiing skills in off-piste and backcountry terrain, navigation and route selection, uphill techniques, avalanche theory and skills, and risk management strategies. *Prerequisites: HED 108 and either PED 154 or PED 174.*

AVS 230 > Adirondack Park Policies & Issues**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

A comprehensive environmental, social, economic, and political overview of the Adirondack Park including policies and the current issues impacting the park. This course will include the role of the New York State Licensed Guide, usage issues, political issues, conservation issues, flora and fauna, and history of the park. *Prerequisites: AVS 101.*

AVS 231 > Challenge Course Management**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A comprehensive study of the skills and knowledge necessary to manage a challenge course. This course will focus primarily on safety and risk management, site inspection, rescue, equipment maintenance, accident and incident analysis and documentation, medical screening, standard operating procedures and local operating procedures, program design, program manuals, and staff development. Emphasis will be on the challenge course installation, inspection, operational, and ethical standards identified by the Association for Challenge Course Technology. Students who successfully complete this course are eligible for Challenge Course Practitioner Level 1 or 2. *Prerequisites: AVS 221 and HED 108.*

AVS 232 > Whitewater Leadership & Instruction**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

Designed to provide students with the technical, instructional, management, and operations skills necessary for positions of leadership in the whitewater industry and licensing in New York State. Students will learn technical whitewater guiding and instruction skills, customer service, industry and state standards/regulations, client-related skills, whitewater expedition operations and management, risk assessment and safety management, incident/accident management, as well as review technical and rescue skills. Students who successfully complete this course are eligible for American Canoe Association Certification.

Prerequisites: PED 149 and AVS 222.

AVS 233 > Snow Sport Instruction**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

Encompassing elements of the Professional Ski Instructors of America (PSIA) and American Association of Snowboard Instructors (AASI), this course emphasizes the core of successful Snow Sport instruction and the technical aspects of skiing/snowboarding and ski/snowboard teaching. This course provides students with the core instructional methodologies necessary to snow sports instructional leadership. Instruction will follow the American Teaching System, and PSIA and AASI guidelines and criteria for certification. Students who successfully complete this course are eligible for PSIA and/or AASI Level 1 certification. *Prerequisites:* PED 154 or PED 174. *Corequisite:* AVS 224.

AVS 234 > Ski Patrol Operations**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

Introduction to Ski Patrolling is a multi-discipline course that encompasses elements of the National Ski Patrol (NSP), outdoor emergency care, leadership development, ski and toboggan instructor disciplines. Instruction will follow the NSP guidelines and criteria. *Prerequisites:* AVS 223 and PED 154 or PED 174.

AVS 240 > Adventure Program Management**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

A comprehensive study of adventure education leadership and program management. This course prepares students for positions of leadership in the adventure and outdoor industry. This course will examine leadership theory, adventure program operations, policy and procedures, standard operating procedures, and standard administrative practices of accredited adventure programs. Emphasis will be on accreditation standards for adventure programs as defined by the Association for Experiential Education. *Prerequisites:* AVS 140.

ASL**AMERICAN SIGN LANGUAGE****ASL 101 > American Sign Language****CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

An introduction to American Sign Language (ASL), which is a natural and visual-gestural language used by deaf people in the United States and Canada. It covers finger spelling, signs, grammar, syntax, sentence structure, non-manual behaviors, basic communication techniques, and conversational skills as well as receptive and expressive language skill development. Discussion regarding deaf culture is incorporated.

ASL 102 > American Sign Language II**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

A continuation of level 1 (101). Students will increase their knowledge of this visual-gestural language. They will also improve their flexibility and clarity of signs in order to better communicate with deaf people.

Prerequisites: ASL 101 or ASL 101X.

ASL 201 > Intermediate American Sign Language I**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

Students will build on fine tuning skills acquired in ASL 101 and ASL 102. This course expands their flexibility to communicate with deaf people and increases comprehension of signing as well as explores distinctive aspects of deaf communication. Emphasis is also on the history that has shaped the deaf culture and community. Beneficial for students who are interested in careers in teaching, interpreting or other positions that work with the deaf community. *Prerequisites:* ASL 102 with a Grade of C or better.

ANT**ANTHROPOLOGY****ANT 101 > Cultural Anthropology****CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

A survey of the basic concepts, issues, and methods of cultural anthropology as well as a cross-cultural examination of specific cultures and their histories. Critical analysis will be applied to the nature of culture, society and the evolution of social institutions. Topics of study include subsistence, religion, family, political organization, social stratification, and culture change. Students will acquire knowledge of the distinctive features of the history, institutions, economy, society, and culture of at least one non-Western civilization.

ANT 103 > Physical Anthropology**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
.....

A survey of human variation and evolution defined in biological, behavioral, and ecological terms. Topics include human genetics, evolutionary processes, primate evolution, and human osteology. A survey of hominid fossil forms will include an examination of the interaction of biology and culture in the human species and the implications for future human change. This course satisfies the non-laboratory science requirement.

ANT 105 > Introduction to Archaeology**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
.....

An introduction to archaeologists and their principal excavations. Principal features include a survey of the history of methodology and ethno-archaeology and major questions about world civilizations.

ANT 201 > Native American Prehistory/Culture**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
.....

A survey of Native American Indian cultures from North America and Mesoamerica from the pre-Columbian period to the present. Includes an introduction to current theoretical issues in these culture areas.

Prerequisites: ANT 101 or ANT 105.

ANT 203 > Mesoamerican Archaeology**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
.....

Survey of the prehistoric and early historic cultures of Mesoamerica, including Mexico, Guatemala, Honduras, and Belize. The focus is on the civilizations of the Aztec, Maya, Olmec, and Toltecs, with evidence drawn from archaeology, art, architecture, and ethnography. Attention is paid to approaches that reconstruct prehistoric life ways, social organization, religion, trade, and agriculture. *Prerequisites: ANT 105.*

ANT 204 > Archaeology Field School**CREDIT: 1-3 HOURS • LECTURE: 1-3 HOURS**
.....

Practical fieldwork experience at archaeological sites. Includes an introduction to the techniques used by archaeologists to survey, map, and excavate sites. Students will participate in identification, classification, and the initial analysis of artifacts. Additional topics will include preservation of material remains, recording archaeological data and curation.

ANT 205 > Archaeology of Ancient Civilizations**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
.....

An examination of the archaeological remains of early urban civilizations from the late prehistoric through early historic periods in the Old World. Emphasis on the development of urban cultures and the forces that led to their rise and fall, as reflected in the archaeological records. Topics will include civilizations of Europe, the Mediterranean, Mesopotamia, India, and China. *Prerequisites: ANT 105.*

ANT 220 > Magic, Religion & Witchcraft**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
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A comparative study of supernatural beliefs and practices such as religion, magic, and witchcraft in cross-cultural settings. Topics of study include the evolution of religious practices, myth, shamanism, the religious use of drugs, Paganism, witchcraft, religious syncretism, and the role of religion in culture change. Special attention will be directed to the integration of supernatural practices into the distinctive features of the history, institutions, economy, and culture of non-Western societies. Recommended for second-year students.

ANT 225 > Race, Class, Gender, & Ethnicity**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
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An examination of how factors such as race, gender, and ethnicity are articulated in complex societies. A comparative framework is developed while investigating the historical and contemporary situations of the following groups within American society: 1) African American; 2) Native American; 3) Latino American; 4) Jewish American; and, 5) Women.

Prerequisites: ANT 101 or SOC 101.

ANT 230 > Intro Forensic Anthropology**CREDIT: 3 HOURS • LECTURE: 3 HOURS**
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An introduction to the human skeleton from a physical anthropological and archaeological perspective, in a forensic (legal) setting; crime scene investigation for recovery of human remains; laboratory equipment and testing procedures; fingerprints; footprints; terminology/vocabulary used by legal system professionals and scientific expert witnesses in forensic anthropology; the processes of decay; forensic entomology; and other topics. *Prerequisites: ANT 103.*

ART**ART****ART 102 > Basic Design****CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A foundation course exploring problems in two dimensional design. Basic design elements of line, form, color, texture, and space used in a variety of studio exercises that give students an understanding of the fundamentals of design in visual arts.

ART 103 > Introduction to Printmaking**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introduction to printmaking processes using relief and intaglio. Relief processes include mono print, stencil, lino-type, and woodcut. Problems of imagery related to the medium are explored; color mixing, registration, and printing an edition are emphasized. Critiques, demonstrations and historical significance of printmaking are discussed. Students who earn a grade of C or above may reregister for 3 free elective credits. *Prerequisites: ART 101 or ART 102 and ART 106.*

ART 104 > Basic Photography**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introductory course in black and white photography with basic techniques of camera operation, film and print processing, and darkroom procedures. Included in the course are the elements of two dimensional composition, historical aspects of photography, and photography as a means of personal expression and a form of communication. Students learn the role of class discussions in evaluating work through critiques. Students must provide their own 35mm camera with light meter and manual controls. Purchase of additional materials necessary.

ART 105 > Studio Photography**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An intermediate course for students proficient in black and white darkroom procedures. Course covers basic visual and technical tools used in portraiture. Includes study and control of light from available to electronic strobe in a studio setting. Students should have an electronic flash unit for their camera. Additional materials required. *Prerequisites: ART 104.*

ART 106 > Introduction to Drawing**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introductory course in drawing. Line, form, texture, and composition are stressed through the use of various black and white media. Additional supplies required.

ART 107 > Intermediate Drawing**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A course in which emphasis is on improvement of individual drawing skills. The figure, still life, landscape are used as subjects to help students understand the creative possibilities of drawing. *Prerequisite: ART 106.*

ART 108 > Photographic Illustration**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An intermediate course for students proficient in black and white darkroom procedures and computer graphic techniques. Students learn to effectively combine advertising theory and design with photographic skills to create images that express a predetermined idea. Class assignments incorporate studio lighting, color photography, and digital editing. Additional materials required. *Prerequisites: ART 104, ART 222.*

ART 109 > Photojournalism**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An intermediate course for students proficient in black and white darkroom procedures. Course covers techniques and theories of narrative photography. Using the camera to report daily events, students work primarily with darkroom skills learned in Art 104. Coursework involves digital imaging techniques as applied to the field of journalism. Content includes ethical issues, the law, event documentation, photo stories, historical perspectives, and equipment relative to the photojournalism profession. Additional materials required. *Prerequisite: ART 104.*

ART 111 > Western Art History I**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

A survey of western art from antiquity to 14th century, including lectures in art appreciation. Significant contributions to western art in architecture, sculpture, and painting are emphasized.

ART 112 > Western Art History II**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

An investigation of the role of the visual arts in the historical and cultural developments of the Western World. The survey will include major movements in European art from the Renaissance leading into the 20th century.

ART 113 > Introduction to Twentieth Century Art**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

A survey of architecture, painting, and sculpture in Western Europe and the United States from the late 19th century to present. Emphasis on understanding changing concepts in the visual arts as they relate to the politics and social changes in the 20th century.

ART 114 > History of Photography as Art**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

The study of the history of photography as art from its inception, circa 1839, to the present. Emphasis is placed on the contribution of photography to the development of art throughout the twentieth century. Classes will consist of instructor's lectures, field trips, guest lecturers and discussions. A major class project will focus on curatorial work for an exhibition of 20th/21st-century photography.

ART 120 > The World of Art and Business**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introduction to the visual arts focusing on the interplay between art and the business world. Studio art projects, class discussions, and community visits give business majors and other interested students an understanding of this dynamic relationship. Not open to students with credit for Art 101.

ART 121 > 3-Dimensional Design**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A basic studio course with emphasis on projects that give an understanding and sensitivity toward three dimensional design and sculpture. Design concepts of volume, line, color, and space are emphasized. Experiments with wood, cardboard, paper, and other found materials. Group and individual critiques, field trips, and demonstrations.

ART 122 > Introduction to Digital Art**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introduction to visual communication in the digital world with emphasis placed on using the computer to create visuals for printing and presentation purposes. Coursework will include an introduction to the Macintosh operating system, digital photography and manipulation, page layout, and web design. Non-credit for students with credit in ART 222. Cannot be used towards major requirement in Communications & Media Arts AAS.

ART 205 > Introduction to Watercolor Painting**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A course in techniques of painting and expressive possibilities of watercolor as an artistic medium. Problems involving color, space, form, composition. The figure, still life, and landscape as subjects used to help students understand creative possibilities of watercolor. Lectures, critiques, and demonstrations. Course may be taken twice for credit. *Prerequisite: ART 106.*

ART 206 > Introduction to American Art**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

A survey of architecture, painting, sculpture, and decorative arts in the United States from the 17th century to present. Emphasis is on artistic developments which reveal distinctive and outstanding characteristics in American art. Texts, slides, lectures, and museum tours.

ART 207 > Introduction to Oil & Acrylic Painting**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A beginning studio course with techniques and procedures used in painting with oils and acrylics. Problems of composition, value, color mixing, and surface control are stressed. Course may be taken twice for credit. Additional supplies required. *Prerequisites: ART 102 and ART 106.*

ART 208 > Life Drawing**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A course depicting the human figure through use of line, color, and form in order to develop a personal style in various graphic media; developing compositional skills using the human figure as subject. Open to artists who want to work with instruction, as needed, from the model. Course may be taken twice for credit.

Prerequisites: ART 106.

ART 209 > Life Painting**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A studio course in which students are introduced to the concepts and history of painting the figure. Knowledge of anatomy, form, light, color, composition, and ideas about the figure's relationship to the interior environment will be emphasized. *Prerequisite: ART 106. Recommended Prerequisites: ART 207, ART 208, or permission of the instructor.*

ART 211 > Perspective Drawing**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

The concepts of perspective apply to drawing many types of forms and spaces. Construction of perspective drawings from observation as well as from plans and elevations will be explored with freehand sketching as well as more mechanical drawing processes. Subject matter will include interior and exterior spaces as well as single objects and the study of methods for constructing cast shadows from interior and exterior light sources. While students interested in pursuing degrees in Interior Design or Architecture may build a portfolio of work through this course, this is an introductory level class that is open to anyone wishing to learn more about perspective. *Prerequisite: ART 106.*

ART 215 > Introduction to Museum Studies**CREDIT: 3 HOURS** ▪ LECTURE: 3 HOURS

This course is an examination of many aspects of the museum world. Class visits to local and regional museums and discussions with museum professionals lay the foundation for understanding the purpose of the museum in today's society. Attention is given to the art historical context for specific objects within museums.

ART 220 > Intermediate Photography**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A continuation of Basic Photography with the opportunity to refine skills, expand on expression and explore more aesthetic issues. The work of a variety of photographers is examined. Creativity is encouraged through class assignments and the selection of a personal theme for the student's work. Class final is in the form of a public exhibit. Opportunity to develop a portfolio. Additional supplies required. May be repeated once for free elective credit. *Prerequisite: ART 104.*

ART 222 > Graphic Arts I**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introductory course demonstrating the tools and techniques of the graphic artist relating the experience and education necessary for advertising and graphic design. Studio exercises will explore design principles, layout, typography, color theory and separation. Emphasis is on using the computer as a tool for graphic arts.

ART 251 > Multimedia Design**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

Study of theory and development of multimedia messages using a variety of media. Emphasis is placed on creative use of electronic presentation systems in planning, design, and production. Includes study of how media relate to one another, the communication process, copyright regulations, animation, and story boarding. *Prerequisites: ART 104 and ART 222.*

ART 252 > Graphic Arts II**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

Explores the creative possibilities of multiple software applications currently used in the graphic arts field. Class instruction, demonstrations, and lab exercises prepare students to create a series of electronic images and digital illustrations. Students are encouraged to explore topics and conceptual themes related to their career interest. Originality is fostered by creating work based on original imagery and photographs. Instruction will include but is not limited to photo-retouching, digital painting, and multiple drawing techniques. Students will also participate in group discussions and critiques. *Prerequisites: ART 104 and ART 222.*

ART 253 > Graphic Design Digital Pre-Press**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

A survey of digital prepress, layout, and composition as related to the use of type and placement of graphics. Through class instruction, demonstrations and lab exercises, students will learn the tools, menus and layout functions of software currently used in the field. Assignments will incorporate all information given during class, reflecting 'real world' deadlines as well as a working knowledge of leading pagination applications. This can include the placement of text, illustration, and photos in identity systems, ads, flyers, newsletters, booklets, brochures, and packaging. *Prerequisites: ART 252.*

ART 254 > Graphic Design for the Web**CREDIT: 3 HOURS** ▪ LECTURE: 2 HRS | STUDIO: 2 HRS

An introductory course in Web design. Students will design Web pages with creative interfaces, strong graphic images, and functional site organization. Multiple Web sites will be created during the course. Software currently used in the field will be used in the execution of projects. *Prerequisites: ART 252.*

ART 290 > Portfolio Development: Photography**CREDIT: 1 HOUR** ▪ LECTURE: 1 HOUR

A capstone course focusing on a portfolio and presentation techniques for photography. Students critique and refurbish course work and develop a selection for portfolio presentation to an outside expert. Students also learn about the professional practice of photography in both fine arts and commercial applications. This course also covers the content and design for a resume and letter of application. *Prerequisite: ART 104.*

ART 290B > Portfolio Development: Graphic Design**CREDIT: 1 HOUR** ▪ LECTURE: 1 HOUR

A capstone course focusing on portfolio and presentation techniques for graphic design. Students critique and refurbish course work and develop a selection for portfolio presentation to an outside expert. Students also create the content and design for a resume and self promotion piece. *Prerequisites: ART 222.*

ART 290C > Portfolio Development: Interactive Media**CREDIT: 1 HOUR** ▪ LECTURE: 1 HOUR

A capstone course focusing on portfolio development in the areas of interactivity and Web design. Students create the content and design for an electronic portfolio and interactive resume. Previous Web sites are critiqued and refurbished. A presentation is developed and critiqued by an outside expert. The electronic portfolio will be hosted on the ACC server. *Prerequisite: ART 254.*

AST**ASTRONOMY**

AST 113 >

Introduction to Astronomy**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey of the nature and evolution of the solar system, the life cycles of stars, the nature of galaxies, clusters of galaxies, and the structure and origin of the universe. The physics of light, gravity, and planetary motion are considered in a historical framework. Labs involve computer simulation of the use of research grade telescopes and the use of basic mathematics, including algebra and trigonometry, to reach conclusions about observed celestial objects. Outdoor observing using amateur telescopes occurs as weather permits.

BIO**BIOLOGY**

BIO 103 >

Principles of Biology**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

An introduction to the study of life, with emphasis on the basic biological concepts that govern the activities of all living things. Not open to students with credit in BIO 111 and/or BIO 112. Cannot be used toward major requirement for the Math-Science AS degree.

BIO 104 >

Animal Behavior**3 CREDIT HOURS** • LECTURE: 3 HOURS

Considers the scientific study of animal behavior to examine what animals do and why they do it. Biological, psychological, and historical perspectives are applied. Special topics of interest include life history traits, learning, mating behavior, social behavior, cultural behavior, behavioral ecology and mentality in animals. Cannot be used toward major requirement for the Math-Science A.S. degree.

BIO 105 >

Human Anatomy**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey course with attention given to cells, tissues, organs and systems of the human organism. Medical terminology and clinical considerations are also an important component of the class. The laboratory work complements and illustrates the lecture material. Serves as a lab science course for students pursuing a non-science major program of study. Not open to students with credit in BIO 107 and/or BIO 108. Cannot be used toward major requirements for the Math-Science A.S. degree.

BIO 107 >

Human Anatomy and Physiology I**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

The first part of a two semester integrated study of the anatomy and physiology of the human body. Study of biochemical, cellular, tissue, organ and organ system will be emphasized. Organ systems to be studied include: integumentary, skeletal, muscular and nervous systems. Prerequisites: Within the last 5 years, High School Biology and Chemistry with Regents Exam grades of 80% or better; OR Bio 103 and Chm 103 with a grade of C or better; OR college-level biology as approved by the instructor.

BIO 108 >

Human Anatomy and Physiology II**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

The second course in an integrated study of the anatomy and physiology of the human body. The following systems are covered: endocrine, circulatory, lymphatic, immune, digestive, respiratory, urinary, and reproductive. Emphasis will be at the biochemical, cellular, tissue, organ, and organ system levels.

Prerequisites: BIO 107.

BIO 109 >

Medical Terminology**3 CREDIT HOURS** • LECTURE: 3 HOURS

A course in medical terminology taught as a "language" with an emphasis on the logical and rational understanding of word parts, rather than rote memorization. The anatomical, physiological, and disease processes of each body system are the basis of the course. Does NOT fulfill the laboratory science requirement. Cannot be used toward the major requirement for the Math-Science A.S. degree.

BIO 110 >

Introduction to Marine Biology**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to life in the world's oceans and seas. Core biological concepts are also considered as they apply to the marine environment. Cannot be used toward the major requirement for the Math-Science A.S. degree.

- BIO 111 > General Zoology**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 A course involving the major topics in the modern study of animals, including their evolution, classification, anatomy and physiology, life history, behavior and ecology. General principles of biology as they relate to animals are also incorporated into the course, such as cell biology, metabolism and genetics. Laboratory work complements the lecture material, and also provides a survey of the major animal phyla. The course is designed to prepare biology majors for upper division courses in the biological sciences, as well as provide all science majors a strong background in biology. *Prerequisites: BIO 103 and CHM 103 or Regents Biology and Chemistry.*
- BIO 112 > General Botany**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 A survey of the plant kingdom, including fungi and algae, with emphasis on structure and function, physiology, taxonomy, ecology, and practical aspects. The weekly laboratory examines plant diversity, physiology, and practical botany including identification and horticulture. *Prerequisites: Regents Biology and Regents Chemistry or BIO 103 and CHM 103.*
- BIO 113 > Microbiology**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 An integrated study of the biology of microorganisms and how their existence impacts other living things. Classic and advanced microbiology techniques are employed in the laboratory. Additional time beyond the scheduled lab period will be required. *Prerequisites: Within the last 5 years, High School Biology and Chemistry with Regents Exam grades of 80% or better; OR BIO 103 and CHM 103 with a grade of C or better; OR college-level biology as approved by the instructor.*
- BIO 114 > Human Nutrition**
3 CREDIT HOURS • LECTURE: 3 HOURS
 A course in nutritional science with an emphasis on biochemical and physiological principles. The structure, function, digestion, absorption, and metabolism of nutrients with an emphasis on how poor dietary habits contribute to the development of diseases will also be covered. Topics include food labels, personal diet analysis, energy balance, nutrition for athletes, metabolic effects of alcohol, and other topics of interest. Does NOT fulfill a laboratory science requirement. *Prerequisites: BIO 103 and CHM 103.*
- BIO 115 > Human Sexuality**
3 CREDIT HOURS • LECTURE: 3 HOURS
 An introductory course dealing with the issues, concepts, and theories pertaining to human sexuality. Current concepts and trends in such areas as male and female anatomy and physiology, arousal and response, pregnancy, abortion, contraception, sexually transmitted disease, sexual variations, and sex education will be emphasized. Cannot be used toward major requirement for the Math-Science AS degree.
- BIO 205 > General Ecology**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 Ecosystem principles are developed from practical and theoretical perspectives through the study of interactions between organisms and their environment. Topics include nutrient cycles, population dynamics, species interactions, physiological responses to the environment, and landscape processes. Weekly labs are original research projects working on Crockwell's pond and local forested and field sites. *Prerequisites: BIO 111 or BIO 112 or equivalent or permission of instructor.*
- BIO 212 > Genetics**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 The major topics of modern genetics are studied; including Mendelian genetics, chromosomal genetics, molecular genetics, mutation, bacterial/viral genetics, recombinant DNA, and population/evolutionary genetics. Conceptual understanding and techniques of genetic analysis are emphasized. Laboratory work ranges from the traditional use of *Drosophila* to study the transmission of genes to the modern molecular techniques of genetic engineering. Students also complete an independent research project of their own choosing and design. *Prerequisites: BIO 111 or BIO 112 or BIO 113.*
- BIO 213 > Molecular Biology**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 An introduction to core concepts of molecular biology with an emphasis on biotechnology. Students will gain experience in both basic and advanced laboratory procedures, including bacterial culture techniques, DNA extraction, restriction enzymes, agarose gel electrophoresis, protein purification, and identification by SDS-PAGE, PCR, and enzyme assay. Designed for students majoring in science research technology, but also recommended for transfer students in biology or chemistry, science education, biotechnology, forensic laboratory science, or an advanced health science. *Prerequisites: High school (Regents level or above) biology AND chemistry with an 85 or better; or Bio 111 or Bio 112 or Bio 113 AND Chm 111; or permission of instructor.*

BUS**BUSINESS**

Many business courses require some computer use. It is expected that business students will have basic computer literacy such as word processing and familiarity with the Internet. Students without such literacy should take a computer based course (such as BUS 100 or CIS 111) early in their educational program.

BUS 100 > Word Processing in Windows

3 CREDIT HOURS • LECTURE: 3 HOURS

A beginning-level course which provides an overview of the Windows environment, use of the mouse, and basic experience in creating text, modifying text, and applying attributes to text in different types of documents using a Windows word processing program.

BUS 101 > Introduction to Business

3 CREDIT HOURS • LECTURE: 3 HOURS

This course provides an understanding of the environment in which business operates. Topics include economics, finance, the security markets, ownership structure, banking, management and marketing. The integration of these topics into everyday business operations will be stressed. A stock market project will be completed.

BUS 102 > Principles of Management

3 CREDIT HOURS • LECTURE: 3 HOURS

This course develops both the content and process issues of management. Defines the functional activities of planning, organizing, staffing, directing and controlling, while stressing the areas of communications, decision making, group dynamics, conflict resolution, motivation, leadership, and individual self-improvement. The art of delegation is explored in the issues of authority, accountability, and responsibility.

BUS 103 > Principles of Marketing

3 CREDIT HOURS • LECTURE: 3 HOURS

This course covers the history of marketing and development of current marketing practices. Emphasis is on the marketing concept and the decision-making process. Includes practical applications designed to develop student interest in the field of marketing.

BUS 118 > Keyboarding

1 CREDIT HOUR • LECTURE: 1 HOUR

A basic keyboarding/typewriting course providing correct and efficient knowledge for input on standard equipment and/or a computer.

BUS 141 > Business Communications

3 CREDIT HOURS • LECTURE: 3 HOURS

A course in the theory and application of a variety of communication forms used in business. Letters, memos, reports, resumes, meetings, press releases, and other topics are considered.

BUS 146 > Financial Accounting

4 CREDIT HOURS • LECTURE: 4 HOURS

An introduction to financial accounting as used in the decision-making process with a focus on the external user of accounting information as related to operating, investing, and financing activities. Topics include: the accounting processes and systems, classified financial statements, concepts and practices relating to current and long-term assets, inventories, current and long-term liabilities, equity, cash flows, and other current topics. Computer applications may be part of this course. *Prerequisites: MAT 097 or Regents Math Course 2 with a Score of 75 or better, Regents Math A with a Score of 65 or better, Integrated Algebra Exam within four years with a grade of 80 or better, or permission of instructor.*

BUS 146A > Financial Accounting

3 CREDIT HOURS • LECTURE: 3 HOURS

The course material in BUS 146A & BUS 146B is exactly the same as BUS 146 but is covered in a two-semester format. Students who may be less prepared for accounting may find the two-semester format with the additional lecture of value in successfully completing financial accounting. *Prerequisites: MAT 097 or Regents Math Course 2 with a Score of 75 or better, Regents Math A with a Score of 65 or better, Integrated Algebra Exam within four years with a grade of 80 or better, or permission of instructor.*

BUS 146B > Financial Accounting

3 CREDIT HOURS • LECTURE: 3 HOURS

A continuation of BUS 146A. *Prerequisites: BUS 146A with a Grade of C or better.*

BUS 147 > Management Accounting**4 CREDIT HOURS • LECTURE: 4 HOURS**

An introduction to management accounting as used in the decision-making process with a focus on the internal user of accounting information as related to the management functions of planning, motivating and controlling. Topics include: job order, process-and activity-based costing, cost-volume-profit relationships, budgeting, responsibility accounting, standard costing, incremental analysis, capital budgeting and other current topics. Computer applications may be part of this course. *Prerequisites:* BUS 146, BUS 146B with a Grade of C or better; and CIS 119, CIS 125 or CIS 150.

BUS 153 > Accounting Micro Applications**3 CREDIT HOURS • LECTURE: 3 HOURS**

A course in skill-development using integrated accounting software to build applications, process transactions, create files, maintain files, and produce outputs on microcomputers. Specific applications include accounts receivable, accounts payable, general ledger, payroll, inventory, job cost, and financial reporting. Integrated accounting software will be used in practical applications. Instructor may waive specific prerequisites with evidence of substantial relevant business experience. *Prerequisites:* BUS 146 with a Grade of C or better or BUS 146B with a Grade of C or better or BUS 151 with a Grade of C or better.

BUS 156 > Accounting Micro Applications II**3 CREDIT HOURS • LECTURE: 3 HOURS**

An expanded, involved, advanced course in computerized accounting systems & applications using appropriate software. Experience using a microcomputer will be provided in updating financial records, generate reports, tracking revenue and expenses, control and protection of data, file management, progress billing, receivables and payables, inventory maintenance, invoicing, time & payroll accounting, etc. Assessment of the strengths and weaknesses of the major accounting software programs. *Prerequisites:* BUS 153 with a Grade of C or better.

BUS 165 > Principles of Entrepreneurship**3 CREDIT HOURS • LECTURE: 3 HOURS**

Students will assess their skills, talents, education and work experiences for potential business ideas. They will then examine the external environment to identify trends and needs in the marketplace for potential business opportunities. Students next screen their business ideas by evaluating the match with their strengths, skills, personal and professional goals. An initial market assessment will be made by testing the concept through basic market research. The student will also evaluate the commitment necessary to successfully operate an entrepreneurial venture and review the challenges and rewards of entrepreneurship. Students without prior or current business experience are encouraged to take BUS 165 prior to BUS 209.

BUS 171 > Principles of Financial Management**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the concepts and analytical techniques applicable to identifying and solving financial management problems. Topics include cash flow analysis, working capital management and financial planning, the basic long-term financial concepts of risk, return, and valuation, cost of capital and capital budgeting. Completion of financial analyses using spreadsheets is required. Historical circumstances as a driving force underlying the development and practice of finance will be examined along with the role of the financial manager in a competitive international marketplace. Instructor may waive specific prerequisites with evidence of substantial relevant business experience. *Prerequisites:* BUS 146 with a Grade of C or better or BUS 146B with a Grade of C or better.

BUS 178 > Business Internship**3 CREDIT HOURS •**
.....*(Course modified to 1 or 2 credit hours upon request)*

A cooperative program integrating practical work experience with academic coursework. Students must spend a minimum of 120 hours of practical internship experience for three credits in addition to classroom and/or on-line coursework. Practical hours can be prorated for a one credit or a two credit course with 40 hours or 80 hours of practical internship experience respectively. Academic theory from current and prior courses is applied to the internship setting. The application of the academic theory is explored and analyzed through discussions, written assignments, internship journals and a final course paper. Students have the opportunity to structure the internships to focus on either a key area of concentration or a broad business perspective. Internships will be designed and arranged in collaboration with the course instructor. *Students under 18 years of age with a GPA less than 2.6 are ineligible. Students are encouraged to discuss the internship prior to or shortly after registering for the course. Not recommended for freshman students.*

BUS 181 > Principles of Hospitality & Tourism**3 CREDIT HOURS • LECTURE: 3 HOURS**
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This course is designed for hospitality management professionals. A foundation of knowledge is gained by exploring the operations of hotels, motels, restaurants, resorts, retail travel agencies, tour groups, theme parks, natural and historic sites, and other travel-related facilities and organizations. Additional topics include marketing, finance, management and career options.

BUS 187 > Regional Tourism Operations**3 CREDIT HOURS • LECTURE: 3 HOURS**
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An economic, historical, cultural, and political background of hospitality and tourism in the Adirondack(s) and other regional areas. Analysis of selected hospitality and tourism locations, investment motivation, review of strengths, weaknesses, opportunities and threats, relevance of national and world trends, applications of technology, potential for governmental regulations, implications of changing monetary and fiscal policies, and future expectations are explored. A comparison is made between other tourism areas and our own Adirondack & Saratoga tourism regions.

BUS 192 > Study of Tourism Destinations**3 CREDIT HOURS • LECTURE: 3 HOURS**
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Introductory course designed to acquaint the student with important destinations of the United States and the world. The emphasis of this course is placed on the social, cultural and physical characteristics of various countries. This is an active learning class where each student is required to present a destination to the entire class. Covers the seven continents of the world in general terms. Discusses basic geography terminology including map reading, time zones, and the location of major airports and cities. Examines companies serving these areas for tourism purposes. Analyzes cultural differences, weather and climate conditions from two different perspectives and discusses the impact of international cultural differences on the travel, tourism and meetings industries. Includes business ethics, protocols, values, social customs, cultural taboos and accepted standards of behavior.

BUS 193 > Hotel/Resort Management**3 CREDIT HOURS • LECTURE: 3 HOURS**
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A course in the basic management responsibilities of the hotel/resort industry. Examines the integral departments in hotels and resorts emphasizing human relations, operations, positions within the industry and problems facing the industry. Explores the foundations of management planning, organizing, staffing, direction and controlling.

BUS 201 > Business Law I**3 CREDIT HOURS • LECTURE: 3 HOURS**
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Provides basic understanding of the legal system, fundamental principles of law, and their application to and affect on business and society. Format, structure, and operation of our state and federal court system, including administrative law are covered, with a focus on constitutional and ethical principles. Civil litigation process and procedure is examined, with specific reference and application to the law of torts, intellectual property. Significant time is spent studying the law of contracts, including formation, breaches, remedies, and defenses, referencing their use and impact on the everyday business environment. *Not open to Freshman.*

BUS 202 > Business Law II**3 CREDIT HOURS • LECTURE: 3 HOURS**
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Focuses on concepts, principles and rules of law pertaining to the legal environment of business. Ethical issues will also be stressed. Topics include the Uniform Commercial Code's law of sales and commercial paper, personal and real property and miscellaneous legal topics. *Not open to Freshmen. Recommend BUS 201 be taken before BUS 202.*

BUS 203 > Principles of Advertising**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course teaches the concepts of advertising through a series of readings and cases that profile the decision-making problems advertising professionals face. The basic objective is to introduce students to advertising concepts and to the complex problems involved in advertising goods and services in today's society. The course emphasizes the interrelationships of advertising's creative and management concepts, decision making, strategy, planning, and systems of control. Topics will include audience analysis and targeting, media selection and buying, understanding the functioning of advertising agencies, creative strategy, planning campaigns, as well as testing and evaluation. This is an action-oriented course, in which the primary learning tool will be a series of projects and cases that stimulate and analyze advertising activity. Among these is the creation of an advertising portfolio that incorporates all aspects of the Integrated Marketing Communications that have been discussed throughout the semester. *Prerequisites: BUS 101 and BUS 103.*

BUS 204 > Consumer Behavior**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of such consumer functions as decision making, attitude formation and change, cognition, perception, and learning. The marketing concepts of product positioning, segmentation, brand loyalty, shopping preference, and diffusion of innovations are considered in context with the environmental, ethical, multicultural, and social influences on an increasingly diverse American consumer. In addition, current research is covered on what makes people happy and fulfilled, the strategies marketers develop to attain these, and how marketing strategies can be improved. Implications for advertising, sales, and new products are discussed. *Prerequisites: BUS 101 and BUS 103.*

BUS 206 > Entrepreneurship Finance**3 CREDIT HOURS • LECTURE: 3 HOURS**

Students will obtain an understanding of the financial management considerations of launching and developing a small business. Emphasis on cash flow and working capital management, credit policies and practices, financing application practices, sources of financing, budgetary practices, forecasting and proforma financial statements, business valuation principles, and financial statement analysis. Other topics include lease purchase decision making, business acquisition considerations, financial considerations of franchisee agreements and outsourcing practices for small business management. *Prerequisite: BUS 146 or BUS 146B with a grade of C or better, or permission of instructor. BUS 165 is recommended.*

BUS 209 > Business Plan Development**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course develops an awareness of the planning actions essential to the successful operation of a small business. Focus is on creating a complete plan to open and operate a small business of students' choice. Requires the development of a computer software assisted strategic business plan. Students without prior or current business experience are encouraged to take BUS 165 prior to BUS 209. *Prerequisites: BUS 103, BUS 146 or permission of instructor. Pre/corequisite: BUS 206 or permission of instructor.*

BUS 212 > Organizational Strategy & Development**3 CREDIT HOURS • LECTURE: 3 HOURS**

Focuses on organizational strategy and policy. Exposure to a broad range of organizational settings with differing situations, while learning to profile the environment, measure a firm's current position in that environment, identify the need for strategic change, and manage effective change implementation. Develops conceptual skill in strategic management and organizational policy.

BUS 231 > Advanced Bookkeeping Applications**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course covers the six key subject areas in the field of bookkeeping: adjusting entries; error correction; payroll; depreciation; merchandise inventory; and internal controls and fraud prevention. The subject matter covered within this course will build on the accounting foundations established in Financial Accounting and Management Accounting and enable an individual to handle the technical responsibilities of a chief bookkeeper for a small to middle sized business. This course may be used to prepare for the National Certification Bookkeeper's (NCB) certification exam. The NCB certification is a valuable credential for employment in the accounting and bookkeeping field. *Prerequisites: BUS 146 or BUS 146B with a grade of C or better or permission of instructor.*

BUS 246 > Fundamentals of Intermediate Accounting**4 CREDIT HOURS** • LECTURE: 4 HOURS

A course in the core concepts for understanding accounting conceptual and institutional framework, financial statements, and major issues related to accounting for assets, liabilities, equity, revenue, and expenses. Course to include: how reporting methodology impacts decision making and in-depth coverage of the major financial statements for profit and not-for-profit entities. Additional topics may be covered.

Prerequisites: BUS 146 with a grade of C or better or BUS 146B with a Grade of C or better, and CIS 125.

BUS 247 > Tax Compliance**3 CREDIT HOURS** • LECTURE: 3 HOURS

A course devoted to federal taxation of individuals, partnerships, and corporations. Specific topics will include: tax legislation affecting returns of individuals and partnerships including items included in gross income, deductions, business income, and capital gains and losses; corporate capital gains and losses, income and deductions, normal and surtax, etc. Applicable payroll tax forms will also be discussed. Other forms of taxation (sales & use taxes, real estate, etc.) will also be discussed as time permits. *Prerequisites:* BUS 146 with a Grade of C or better or BUS 146B with a Grade of C or better or BUS 246 with a Grade of C or better.

BUS 261 > Principles of Human Resource Management**3 CREDIT HOURS** • LECTURE: 3 HOURS

An exploration of topics such as equal employment opportunity, affirmative action, collective bargaining, and other employment relationships. Provides an understanding of human resource management and its relationship to other management responsibilities. Concentrates on practical day-to-day activities to become familiar with current and future problems and trends in human resource management. *Recommended for second-year business majors and students currently employed in management.*

BUS 262 > Organizational Behavior**3 CREDIT HOURS** • LECTURE: 3 HOURS

This course develops the behavioral aspect of management within an organizational setting using an experiential approach to learning. Major emphasis is on individual and group behaviors within a classroom organizational environment. Topics include communication, social systems, emergent systems, two-person groups, personal growth, leadership, power, change, team building, and small group dynamics.

BUS 264 > Facilities Management**3 CREDIT HOURS** • LECTURE: 3 HOURS

This course is structured to give students knowledge and experience in the “business” of managing and operating a hospitality-related business. Topics include scheduling, inventory, purchasing, safety (OSHA & MSDS), security and loss prevention, as well as health and sanitation, professional service, and ethics. Examples from all varieties of hospitality businesses will be cited. *The course will require use of Microsoft Word and Excel as well as Internet exploration and research.*

BUS 265 > Convention/Meeting/Expo Management**3 CREDIT HOURS** • LECTURE: 3 HOURS

This course in special events, meetings, conventions and expositions showcases our local community and the events that are planned and executed. This course will entice you to enter this segment of the hospitality industry and will provide you with all the necessary tools, including site selection and management, coordination, theory, marketing, and general logistics to be a successful events coordinator.

BUS 285 > Disney World Internship**6 CREDIT HOURS** • LECTURE: 6 HOURS

A college internship program with Walt Disney World. Students work a minimum of 30 hours of work each week and are required to attend 10 three-hour business management seminars on topics such as marketing, entertainment, finance, park operations, and employee relations. *Students must be at least 18 years of age and have an overall GPA of 2.0 in order to be eligible.*

CHM**CHEMISTRY****CHM 103 > Principles of Chemistry I****4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A basic concepts course of modern chemistry for students with little or no previous preparation. Topics include atomic and molecular structure, stoichiometry, physical states of matter, solutions, acids and bases, and an introduction to organic chemistry (hydrocarbons). *Prerequisites:* MAT 097, MAT 167 or Regents Math A with a Score of 080.

CHM 104A > Introduction to Organic & Biological Chemistry**3 CREDIT HOURS** • LECTURE: 3 HOURS

A study of the important families of organic compounds building up to the more complex structures (proteins, carbohydrates, lipids, nucleic acids, vitamins, enzymes) important to life. *Prerequisites:* CHM 103 or Regents Chemistry with a Score of 80.

CHM 104B > Organic & Biological Chemistry Lab**1 CREDIT HOUR** • LAB: 3 HOURS

A laboratory program designed to complement CHM 104A. The laboratory exercises will provide practical experience with the classes of compounds presented in the lectures. *Prerequisites:* CHM 104A.

CHM 105 > Environmental Science**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey of the origin and effects of crucial environmental problems. Scientific principles in treatment of such topics as population growth, resource depletion, industrial and municipal pollution, natural cycles of materials. Actual studies of local environmental problems. Fulfills science requirements for non-science major. Can not be used toward major requirement for the Math-Science AS.

CHM 107 > Chemistry in Society**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

Chemical principles are studied and applied to subjects of interest to citizens in our society. Topics may include air and water pollution, energy generation, nuclear power, food production and preservation, industrial chemistry, chemotherapy and drugs, development and production of consumer products, and chemical toxins and their hazards. The course addresses the National Science Standards for teachers of grades K through 8 in the area of chemistry. This course fulfills the science requirement for non-science majors. Prescience and nursing majors should take CHM 103. The course cannot be used toward the major requirement for the Math-Science AS.

CHM 111 > General Chemistry I**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

The study of fundamental laws and theories of chemistry and their application to descriptive chemistry of the elements. Topics include atomic and molecular structure, chemical bonding, stoichiometry, thermodynamics, kinetics, solution equilibria, oxidation-reduction, organic chemistry and an introduction to the chemistry of materials. *Prerequisites:* CHM 103 or Regents Chemistry with a score of 80 and MAT 108.

CHM 112 > General Chemistry II**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A continuation of CHM 111. *Prerequisites:* CHM 111 with a Grade of C or better.

CHM 202 > Quantitative & Instrumental Analysis**4 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 6 HOURS

Application of chemical fact, theory and experimental technique to determination of composition. Theory and laboratory techniques of gravimetric, volumetric and physio-chemical analyses are taught with introduction to instrumental analysis.

Prerequisite: CHM 112.

CHM 203 > Organic Chemistry I**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A systematic study of representative carbon compounds based on correlation of structure with electronic theory, nomenclature, physical and chemical properties, stability, spectroscopic data, mechanisms and reaction rates. *Prerequisites:* CHM 111 and CHM 112.

CHM 204 > Organic Chemistry II**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A continuation of CHM 203.

Prerequisites: CHM 203 with a Grade of C or better.

CHN**CHINESE****CHN 117 > Conversational Chinese**
3 CREDIT HOURS • LECTURE: 3 HOURS

This course is centered on the oral proficiency needed for basic everyday communication and situations. Emphasis is on the development of listening skills, posing and answering questions, and a broad understanding of vocabulary and grammar with select reading writing skills. Explores the importance of family, education, food, leisure activities, medical conditions, and traveling. Exposure to the historical, linguistic, and artistic trends, developments and persons in China that will allow the student to develop a basic knowledge of the culture. Designed for students with no previous knowledge of Chinese.

CHN 206 > Conversational Chinese II
3 CREDIT HOURS • LECTURE: 3 HOURS

The focus of this course will continue to be on everyday communication. Explicit instruction in grammar, vocabulary, listening, speaking, reading and writing. Students will perfect their ability to use computers to write short letters, reports and e-mails. Introduction to historical, cultural, linguistic and artistic trends, developments and persons in China during the past four-thousand years. *Prerequisites: CHN 117 or CHN 117X.*

COM**COMMUNICATIONS****COM 155 > Media Arts: Culture and History**
3 CREDIT HOURS • LECTURE: 3 HOURS

Emphasis on the influence of images on culture and history. Concentrates on the major figures in photography and advertising as a reflection of their culture and time and their influence on aesthetics and culture. Study of photographic images, graphic design and advertising images, movements, and technology and their relationship to art, society, and history.

COM 172 > Introduction to Telecommunications
3 CREDIT HOURS • LECTURE: 3 HOURS

An introduction to radio and television telecommunications, providing a theoretical background for study of techniques. Students explore broadcast history, current industry developments, and the integration of World Wide Web in broadcast operations.

COM 175 > Digital Audio Production
3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS

A foundation course in sound recording and audio editing in a digital environment with applications throughout radio, television, film, and the Web. Topics include microphone selection, field mixing and recording, studio production, documentary/news sound gathering, Foley and sound design for film, and podcasting. Consideration is given to the role of script writing in the production process. Students apply theory and develop skills through individual and small team projects.

COM 178 > Communication/Media Internship
1 CREDIT HOUR • OTHER: 1 HOUR

A field experience with an approved agency or individual relative to the student's classroom learning. The work site is usually solicited by the student. Number of credits are determined based on the terms of the internship. For Broadcasting and Communications/Media Arts majors only. AAS students may register for Internship in the third or fourth semester, or upon successful completion of at least 32 credits hours; 18 of which are in their major. Certificate students may register for Internship in their second semester, or after completing 9 credits in their major. For Communication and Media Arts students, a minimum GPA of 2.5 in the major is required. Offered for 1, 2 or 3 credits.

COM 181 > Digital Video Editing
3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS

An introduction to nonlinear video editing using professional computer software to create news, commercial, documentary, narrative, and music video projects. The editor's role in the production process is explored with emphasis given to project organization and post-production workflow. The use of transitions, effects, titles, and graphics and their function in visual storytelling is presented. Post-production sound design and dialog, music, and sound effects editing are incorporated in editing projects.

COM 183 > Mass Communications
3 CREDIT HOURS • LECTURE: 3 HOURS

An introduction to mass communication in America, beginning with basic principles of communication. The history and development of the mass media is studied to forecast future trends and potential issues. Mass media's effect on society and culture is examined.

COM 185 > TV Studio Production
3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 4 HOURS

A basic multi-camera production course including pre-production planning, scripting, camera operation, direction, switching and special effects, lighting, audio control floor direction and talent.

COM 186 > Television Field Production**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 4 HOURS

A basic single-camera production course for news, human interest, and feature reporting with applications throughout broadcast and cable television, the Internet, and DVD distribution. Camera technology, image composition, sound, lighting, news gathering techniques, and on-camera performance are incorporated in individual and team projects. *Prerequisite: COM 181.*

COM 188 > Applied Radio Production**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A practicum course in radio production, on-air performance, and programming utilizing WGFR (the college radio station), and the radio production labs. Students will create, schedule, and broadcast news and community affairs programming and host music-based on-air programs. Advance production and programming techniques will be introduced. *Prerequisites: COM 175.*

COM 191 > Radio Station Operation**1 CREDIT HOUR** ▪ LECTURE: 1 HOUR

Students contribute to the management and on-air operation of WGFR, the college's FCC licensed FM radio station. Students work in various operational areas, including programming, promotions, production and on-air. Students plan the practicum experience in consultation with the instructor. May be repeated one additional time for credit. *Prerequisite: COM 188.*

COM 201 > Introduction to Broadcast Writing**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

An examination of the theories and techniques of writing for radio and television. Contemporary writing styles and script formats are utilized. Students gain experience writing news stories, commercial and promotional copy, and narrative and documentary program scripts. The use of storyboards is incorporated into script writing for television commercials. *Prerequisites: ENG 101 or ENG 100A and ENG 100B with a Grade of C or better.*

COM 202 > Broadcast Sales & Management**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

An examination of the organizational structures of radio and broadcast and cable television stations. Management principles, policy issues and programming strategies are explored. The broadcast sales process explores ratings, market research, sales presentations, and advertising campaign development. *Prerequisites: COM 172.*

COM 215 > Advanced Video Production**3 CREDIT HOURS** ▪ LECTURE: 1 HOUR | LAB: 4 HOURS

A second course in single-camera video production with an emphasis on digital filmmaking techniques. Students will write and produce a narrative or documentary short film suitable for submission to student film festivals. Advanced cinematic lighting and shooting techniques will be introduced and incorporated in individual or small team projects. Students design their projects in consultation with the instructor. *Prerequisite: COM 186.*

CIS**COMPUTER SCIENCE****CIS 111 > Computers and Applications****3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

An introduction to the terminology and concepts associated with personal computer technology. Computer systems, hardware, software, and applications that focus around the personal computer (PC) will be discussed. Hands-on assignments introducing students to computer concepts such as file management, word processing, spreadsheets, databases, slideshows, e-mail, searching the Internet, ftp file transfer, and building and deploying a Web page are included in the course. Taught in a lab setting.

CIS 119 > Spreadsheets**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

Introduction to spreadsheets on the personal computer designed for business majors. Spreadsheet creation, modification, printing, graphing, and preparing what-if scenarios are discussed in detail. This course utilizes Microsoft Excel software. Not open to students who have completed or are planning to take CIS 125. *Prerequisite: Familiarity with using a PC, keyboard and mouse, and file management (creating folders and copying and pasting files into folders) in a Windows environment.*

CIS 120 > PC Hardware Fundamentals**3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS**

An introduction to the installation, maintenance, troubleshooting, and repair of personal computer hardware. Topics include system hardware components, their functions, and what to do when failure occurs. Students will apply what they learn in hands-on labs. This course is appropriate for persons working or planning to work in any technical or computer support position. This course closely follows the A+ curriculum for Microcomputer Hardware. *Prerequisites: Familiarity with using a PC, keyboard, and mouse in a Windows environment.*

CIS 122 > Introduction to Internet Development**3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS**

A study of the techniques used in computer programming. Topics include an introduction to sequence, selection, iteration and subprogram structures, arrays, data validation, and string processing. This course is open to anyone who desires a first course in Internet programming. The course is recommended for CS/IT majors who may not have the mathematics prerequisite to enter CIS 143 or who desire a gentler introduction to the programming process. The course will be taught using primarily JavaScript. *Prerequisites: Familiarity using a Windows-based PC, file management techniques and a word processor.*

CIS 123 > PC Software Fundamentals**3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS**

An introduction to the installation and maintenance of personal computer software. Topics will include: PC operating systems, computer hardware interaction and related software installation and troubleshooting. The content closely mirrors the A+ curriculum for Microcomputer Software. Appropriate for persons working or planning to work in any technical or computer support position. *Prerequisite: CIS 120.*

CIS 125 > Office Productivity Software**3 CREDIT HOURS • LECTURE: 3 HOURS**

An introduction to office software in a Windows environment. Topics include: spreadsheet creation and modification including formulas, functions, graphing, and "what-if" scenarios; database creation and modification including tables, queries, forms, and reports; and enhanced text presentations including graphics, charts, outlining, slide sorting, and speaker notes. Taught in a lab setting. This course utilizes Microsoft Office software. Not open to students who have completed CIS 119 or CIS 150. *Prerequisites: Familiarity using a PC, keyboard, and mouse, and file management (creating folders and copying and pasting files into folders) in a Windows environment.*

CIS 126 > Advanced PC Applications**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course focuses on advanced topics and commands not covered in CIS 125. The relational database Microsoft Access and spreadsheet Microsoft Excel will be studied in depth. Menu driven systems and disk organization will conclude the course. Two major projects are required. This course utilizes Microsoft Office software. *Prerequisites: CIS 125 or CIS 150.*

CIS 129 > Help Desk Fundamentals**3 CREDIT HOURS • LECTURE: 3 HOURS**

An introduction to basic help desk concepts, procedures, and practices. Students will use the knowledge acquired in CIS 120, CIS 123, and other courses in the curriculum to help customers define, troubleshoot, and correct problems with PC hardware and software. They will learn how to deal with customers of varying levels of knowledge, temperament, and skills through a laboratory component which includes role-playing scenarios. It is appropriate for a person working or planning to work as help desk or customer service representatives in any technical or computer support position where customer oriented skills are required. *Prerequisite: CIS 120.*

CIS 131 > Introduction to Networking**3 CREDIT HOURS • LECTURE: 3 HOURS**

A course where students will develop an understanding of networking as it applies to information processing. Topics include basic concepts and terminology, types of network hardware, operating system software, network administration, network applications and current trends in networking. *Prerequisites: Familiarity using a PC, keyboard, and mouse in a Windows environment or permission of instructor or CIS 111.*

CIS 133 > Network Fundamentals (CCNA1)**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB 3 HOURS

This course builds a theoretical foundation in describing and recognizing components and services supporting computer network communications and the Internet. Students are introduced to computer hardware and software, electronics and signaling, OSI and TCP/IP network models, topologies, standards, and protocols. Instruction and hands-on experience are provided in the proper care, safety, and maintenance of equipment, cabling, and tools. Students build small Ethernet network designs and configurations using routers, switches, and implementing IP address schemes. Particular attention is given to the use of decision making and problem-solving techniques in applying technical and mathematical concepts to solve networking problems and analyzing data traffic. *Pre/Corequisites: CIS 131 or permission of instructor.*

CIS 134 > Routing Protocols & Concepts (CCNA 2)**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB 3 HOURS

This course describes the architecture, components, and operation of routers, and explains the principles of routing and routing protocols. Students analyze, configure, secure, verify, and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP, and OSPF. By the end of this course, students will be able to recognize and correct common routing issues and problems. Efficient IP address utilization using Variable Length Subnet Masking (VLSM) and private addressing are covered. Packet Tracer (PT) activities reinforce new concepts and allow students to model and analyze routing processes that may be difficult to visualize or understand. A multi-semester local industry case study begins with team building and decision-making techniques. Student teams evaluate, research, and design a campus LAN cabling and network infrastructure case study implementing user requirements and learned technologies. Each team will present a proposal. *Prerequisites: CIS 133, or Cisco Certified Entry Level Technician (CCENT) certification, or permission of instructor.*

CIS 137 > LAN Switching & Wireless (CCNA3)**2 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

This course helps students develop an in-depth understanding of how switches and wireless technologies operate and are implemented in the LAN environment for small and large networks. Beginning with a foundational overview of Ethernet, this course provides detailed explanations of LAN switch operation, VLAN implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and wireless WIFI Protected Access (WPA) network operations.

Students develop practical experience in configuring, securing, and testing an inter-VLAN switched and wireless environment. Campus network design and Layer 3 switching concepts are introduced. Student teams analyze user requirements, design, and append to their CIS 134 case study LAN switching and wireless implementations. Each team will provide a written proposal. *Prerequisite: CIS 134.*

CIS 138 > Accessing the WAN (CCNA4)**2 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

The focus of Cisco CCNA4 is proper WAN design and configuration. This course explains the principles of traffic control and access control lists (ACLs) and provides an overview of the services and protocols for wide-area access. Students learn about user access technologies and devices and develop practical experience implementing and configuring Point-to-Point Protocol (PPP), PPP over Ethernet (PPoE), DSL, Frame Relay, ISDN, along with DHCP, DNS, and Network/Port Address Translation (NAT/PAT). The course introduces special network services required by converged applications such as Voice over IP (VoIP), and introduction to quality of service (QoS), WAN security concepts, tunneling, and VPN basics. Student teams analyze user requirements, design, and append to their CIS 137 case study a WAN implementation. Each team will give a final presentation. *Prerequisite: CIS 137.*

CIS 143 > Introduction to Programming**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 2 HOURS

An introduction to programming techniques and methods. Computer programming is used to explore simple data types, control structures and numerical computation. Other topics include hardware, software, files, testing and debugging. Stylistic concerns such as naming conventions, code layout and documentation are emphasized. *Prerequisites: MAT 108 or (Math B or Algebra II Exam with a minimum grade of 70 or equivalent) or MAT 119 or MAT 123 or MAT 129 or MAT 131 or MAT 132 or MAT 231 or MAT 232 OR CIS 122.*

CIS 144 > Intermediate Programming in a Windows Environment**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 2 HOURS

A continuation of programming techniques and methods in a visual context. Topics will include user interface design, arrays, structs, class objects, searching and sorting as approached from an object-oriented perspective in a Windows environment. Other topics include recursion and problem-solving strategies. *Prerequisites: CIS 143 with a Grade of C or better.*

CIS 150 > Topics in Computing**3 CREDIT HOURS • LECTURE: 3 HOURS**

An overview of many of the important areas in the field of computing combined with an introduction to office productivity applications, such as spreadsheets and databases. Topics include the history of computing, data representation, computer organization and architecture, algorithm analysis, logic circuits, finite state machines, public key encryption, and an overview of the Linux operating system. Hands-on computer assignments will utilize spreadsheets, databases, HTML, C++, PHP, and Linux. *Prerequisite: CIS 143.*

CIS 151 > Server Side Scripting**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of the techniques used in creating dynamic database driven Web pages for e-commerce and other Web applications utilizing PHP and MySQL. The course introduces the PHP framework, syntax and programming structure, and covers in-depth the most important functions used to build dynamic data enriched Web applications. *Prerequisites: CIS 143 or CIS 122.*

CIS 178 > Information Technology Internship**3 CREDIT HOURS • LECTURE: 3 HOURS**

An unpaid cooperative work experience. Students will complete a minimum of 120 hours at a cooperating employer performing IT related tasks. Students will be required to keep a daily journal of their experiences and undergo an on-site observation by their supervising instructor. Upon conclusion of the internship, students will be required to give a presentation detailing their internship experiences. The internship should be taken the last semester of the student's enrollment at ACC.

CIS 219 > End User Support**3 CREDIT HOURS • LECTURE: 3 HOURS**

A capstone course in which students will utilize the skills acquired in this program to build and maintain computers, utilize problem tracking software, prepare statistical analysis, and produce meaningful technical reports in a hands-on environment. They will also learn how to deal with customers of varying levels of knowledge, temperament, and skills through role-playing scenarios. It is appropriate for persons working or planning to work as help desk or customer service representatives in any technical or computer support position where customer oriented skills are required. *Prerequisite: CIS 120. Corequisite: CIS 123 and MAT 127.*

CIS 222 > Programming in Java**3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS**

A course focusing on the use of the Java programming language to develop object-oriented applications with an emphasis on the advanced features of the Java programming language including applets, classes, threads and multithreading, ODBC, graphics, and visual programming. *Prerequisites: CIS 144.*

CIS 231 > Systems Analysis and Design**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of a business organization from an information systems perspective. Focus on the Systems Development Life Cycle, objective problem solving, data collection and analysis techniques, system design techniques, business ethics and additional skills a successful systems analyst should possess. Students will be expected to use word processing, spreadsheet, database, drawing, and other software tools throughout the course. *Prerequisites: For CS/IT majors: Any two of the following courses: CIS 137, CIS 144, CIS 151, CIS 221, or CIS 222; For BITM majors: CIS 126 and CIS 143 with at least a grade of C and pre/corequisite: CIS 237.*

CIS 232 > Server Administration**3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS**

Students will evaluate various Local Area Network (LAN) server software options and determine appropriateness and hardware requirements of that option. In addition, students will evaluate LAN support applications, such as backup options with storage area networks, print server, anti-virus software, disaster recovery implementations, user administration, server security, batch server maintenance and setup, and other related topics. Students will gain hands on experience with installing, testing, and troubleshooting (NOS) servers including but not limited to Microsoft and Linux. *Prerequisites: CIS 131.*

CIS 233 > Advanced Routing (CCNP1)**4 CREDIT HOURS • LECTURE: 3 HOURS | LAB 3 HOURS**

Students develop practical experience planning, configuring, monitoring, and troubleshooting an enterprise routing network utilizing multicast routing, EIGRP, multi area OSPF, Intermediate-System to Intermediate System (IS-IS) and Border Gateway Protocol (BGP) routing. Emphasis is given on how to manipulate and optimize routing updates between these protocols and efficient IP address utilization. Other topics with hands-on experience include packet queuing, IPv6, DHCP configuration, and security through reflexive and CBAC access-control lists. *Prerequisite: CIS 138 or CCNA certification, or permission of instructor.*

CIS 237 > Database Management Systems**3 CREDIT HOURS • LECTURE: 3 HOURS**

A focus on the effective use of database systems, database design principles, application programming for information retrieval, database security and protection. Students will be required to complete database projects using the computer lab facilities. *Prerequisites: CIS 125 or CIS 150 and CIS 143.*

CIS 243 > Data Structures & Objects in C++**4 CREDIT HOURS • LECTURE: 4 HOURS**

An object-oriented introduction to the organization of data and associated algorithms. Extensive computer programming is used to illustrate the algorithms and implementations of arrays, lists, stacks, queues, trees, and heaps. Other topics include data abstraction, abstract data types, classes, encapsulation, inheritance, polymorphism, class templates, and an introduction to the analysis of algorithms. *Prerequisites: CIS 144 with a Grade of C or better and MAT 129.*

CIS 244 > Comp Systems and Programming**3 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 1 HOURS**

An examination of the organization and architecture of a personal computer from a low-level perspective. Topics include data representation, processor and memory architecture, instruction representation, translation and implementation of programming language features, and system interfaces. Students will complete assembly language programming assignments. *Prerequisites: CIS 243 or CIS 144 with a grade of B or higher and permission of instructor.*

CIS 250 > Information Technology Seminar**3 CREDIT HOURS • LECTURE: 3 HOURS**

In-depth study of current topics, issues and problems in information technology. Specific content of the seminar can change each time it is offered. Examples of topics include: Game Design, Advanced Internet Programming, Ethics in Information Technology, Human Computer Interaction, Advanced Data Structures, and ASP.net Programming. Student learning outcomes and competencies will vary according to content. *Prerequisite: Permission of instructor.*

CRJ**CRIMINAL JUSTICE****CRJ 101 > Introduction to Criminal Justice****3 CREDIT HOURS • LECTURE: 3 HOURS**

An overview of the criminal justice system and its major components of police, courts, and corrections. Major emphasis is on the laws that have caused change and reform within the system. The various processes that will be discussed will serve as a basis for future criminal justice study.

CRJ 104 > Criminal Law**3 CREDIT HOURS • LECTURE: 3 HOURS**

An examination of the field of criminal law with special and detailed attention to current New York Penal Law and NYS Criminal Procedure Law.

CRJ 178 > Internship in Criminal Justice**1 CREDIT HOUR • OTHER: 1 HOUR**

A cooperative program combining criminal justice experience with classroom learning. Students must spend 40 hours per earned credit in intern positions with area criminal justice agencies. Fourteen hours of classroom seminar sessions will be required to discuss and review experiences. Each student will be required to maintain work journals and submit a final written report. An evaluation of the field performance will be made by a supervising criminal justice practitioner. Number of credits are determined based on the terms of the internship experience. *Prerequisites: Permission of the instructor; completion of 21 college credits and in good academic standing.*

CRJ 205 > Criminal Justice Administration**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of criminal justice management and administrative issues, both practical and theoretical, including discussion of such topics as psychological aspects of supervision/management, leadership principles, motivation, discipline, decision making, communication, and organizational socialization. Emphasis on law enforcement and correctional agencies.

Prerequisite: CRJ 101.

CRJ 211 > Criminal Procedure**3 CREDIT HOURS • LECTURE: 3 HOURS**

An examination of the nature and extent of individual rights guaranteed by the Constitutions, as well as the Fourth, Fifth, and Sixth Amendments that constitute the essence of the law of criminal procedure. Also, application of the law of arrest, search and seizure, confessions, and pretrial identification to particular fact-based situations. *Prerequisite: CRJ 101.*

CRJ 212 > Criminal Evidence**3 CREDIT HOURS • LECTURE: 3 HOURS**

An outline by which an alleged matter of fact is established or disproved in a court of law. Emphasis is on the admissibility of evidence, discovery, privileged communications, witness questions, answers, impeachment, cross-examination, opinion evidence, hearsay evidence, documentary evidence, and physical and scientific evidence. *Prerequisite: CRJ 101.*

CRJ 216 > Seminar in Criminal Justice Issues**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of controversial issues involving our legal system and its interaction with other social institutions. Examination of complex social control issues such as police force, death penalty, hate speech laws, and other contemporary issues. Assignments will include required readings from legal scholars, commentators, U.S. Supreme Court Justices, and others with insight into the issues examined. *Prerequisites: CRJ 101.*

CRJ 218 > Criminal Investigation**3 CREDIT HOURS • LECTURE: 3 HOURS**

An understanding of crime scene management and development of the skills required to be a successful criminal investigator. Provides the definitions of crime scene management, criminal investigation, evidence, and criminal law. Emphasis is on the practical application of processing a crime scene from the standpoint of recognizing and collecting evidence. *Prerequisites: CRJ 101 and CRJ 104 and CRJ 212.*

CRJ 250 > Comparative Policing**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course compares and contrasts the various management issues associated with urban, rural, and municipal criminal justice agencies. Criminal justice students will study the perplexing and often-times competing goals that face the leaders/administrators of criminal justice agencies. This travel course will include a visit to the Metropolitan Police Department, Washington, DC, where criminal justice students will experience urban policing/administration first hand. Additionally, our students will be exposed to the workings of the legislative, executive, and judicial branches of government unique to this historic city. *Prerequisite: CRJ 101.*

CUL**CULINARY****CUL 125 > Sanitation****1 CREDIT HOUR • LECTURE: 1 HOUR**

An introduction to the importance of sanitation in the Food Service Industry. Emphasis on food-borne illness, proper storage, personal hygiene, and equipment sanitation. This course is required for certification through the American Culinary Federation.

CUL 127 > Basic Food Preparation I**4 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 4 HOURS**

A survey of equipment safety, knife skills, basic stocks, sauces, and soups. Focus on theories and techniques on entree preparation. Skills will be developed through actual work experience and related lessons. An approved chef's uniform and a cutlery set are required for all labs.

CUL 128 > Basic Food Preparation II**4 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 4 HOURS**

An examination of wholesale and retail cuts of meat necessary to be successful as a chef. In the second half of the course, students will be introduced to menu applications of salt water fish. Each component will include menu planning, entree preparations, costing of the menu and techniques of plate presentation. Students will be required to wear the proper chef's uniform in the lab and have their own cutlery set. *Prerequisites: CUL 127.*

CUL 130 > Baking Techniques**2 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 2 HOURS**

An introductory course involving the study of the numerous ingredients and their baking function. Each student will experience working with breads, cakes, pastries and specialty desserts. An approved Chef's uniform is required for all labs. Students will be required to purchase their own baking cutlery set.

CUL 131 > Dining Room Service**2 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 3 HOURS**

A course designed to teach the techniques of dining service by actual role playing of the positions in the dining room. Emphasis will be on the training of students in American Service. Students will learn the management skills necessary to operate a professional dining room. Students are required to wear dark slacks and a white shirt during service.

- CUL 132 > Advanced Baking Techniques**
3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 3 HOURS
 Focusing on advanced baking techniques and desserts, the student will learn different styles of baking associated with regions of the United States. The student will be introduced to contemporary restaurant desserts and their applications. Skill development using sauce artistry with desserts will be illustrated. The student will be required to wear the proper uniform.
Prerequisite: CUL 130.
- CUL 135 > Food Specification & Control**
2 CREDIT HOURS • LECTURE: 2 HOURS
 An examination of the function of the regional produce market to our profession. Emphasis will be on the importance of internal controls and how a food purchaser and chef implements the controls. Examples of internal controls will be illustrated in class. The student will be introduced to the identification and purchasing procedures of vegetables, fruits, dairy products, and canned products. The student will be involved with product analysis of ice cream and coffee.
- CUL 136 > Food Service Management Law**
3 CREDIT HOURS • LECTURE: 3 HOURS
 An introduction to Food Service Law with case studies involving employer and employee liability rights. Management techniques related to federal and local laws will be emphasized. Required for certification through The American Culinary Federation.
- CUL 137 > Advanced Food Service I**
4 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 4 HOURS
 An advanced culinary course introducing theories and procedures of recipe and menu modification. The student will design menus following the nutritional guidelines established by the American Heart Association and produce a diet analysis of that menu. Emphasis will be placed on the student to design healthier menus to be used in our dining facility. The student will be required during all labs to wear the proper chef's uniform.
Prerequisites: CUL 128.
- CUL 138 > Advanced Food Service II**
4 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 7 HOURS
 Students will study the culinary history of the Regional Cuisine's of the United States. Students will create a menu packet from the regions including recipes, product list, costing of the menu, plate presentations and develop the working brigade of the kitchen operation. Students are required to wear the proper chef's uniform for all labs. *Prerequisites: CUL 137.*
- CUL 140 > Introduction to Wine and Spirits**
2 CREDIT HOURS • LECTURE: 2 HOURS
 An introductory wine course covering growing of grapes, identification of growing regions of the world and wine production. The student will be tasting wines from around the world and learning how to pair wines with food.
- CUL 141 > Math Applications/Food Service**
2 CREDIT HOURS • LECTURE: 2 HOURS
 This course involves practical application and calculations of daily food recipes, portion control and break-even analysis. Students will be involved with costing menus and designing a business plan with financial reports.
- CUL 142 > Sauce Theory I**
2 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 1 HOUR
 A study of the history of sauces, classical sauce techniques and present day innovated sauce theories, through lectures and discussions. Students will be introduced to the unique usage of salsas, chutneys and dessert sauces. During the labs students will have the opportunity to prepare interesting sauces that a chef must be competent in. An approved chef's uniform is required. *Prerequisite: CUL 127 with a Grade of C or better.*
- CUL 143 > Bar Operations and Mixology**
2 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 2 HOURS
 A course in the proper procedures in operating a bar and mixing cocktails, through actual hands-on training. Emphasis of this course will be to train the student in managing a bar and learning the alcohol laws of dramshop liability. The student may have the opportunity to be trained in the "Tips Program" Bartending Certificate or ServSafe Alcohol Certification.
- CUL 178 > Food Service Internship**
1 CREDIT HOUR • OTHER: 1 HOUR
 Students are placed in a work learning facility, evaluated by their chef or manager. The facility is arranged by the student and chef instructor. After the completion of the required hours, the student must submit documentation of work experience. The chef or manager must complete the student evaluation form to be submitted to the chef instructor. Students may register for this course after completing 32 credit hours, 18 of which are in their major. Certificate students may register after completing 9 credits from their major. Field work totaling 60 hours equals 1 credit hour, 90 hours equals 2 credit hours, and 120 hours equals 3 credit hours of course credit.

ECS**EARLY CHILDHOOD STUDIES**

- ECS 105 > **Introduction to Early Childhood Learning**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 An exploration of educational practice applied to young children from birth to age six: historical and philosophical perspectives; contemporary issues; social, emotional and physical needs of young children; professional and ethical responsibilities of working with children; role of teaching in learning through play; teaching strategies; organization and planning; child guidance; communication and working with children in the context of family and community; and creation of safe, healthy environments. Includes observations of early childhood programs.
- ECS 130 > **Curriculum Development and Methods**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 A focus on active learning of young children from birth to six years of age. Design, planning, implementing, observation, and assessment of developmentally appropriate curriculum including such activities as art, music, language development, science, creative movement, and dramatics to contribute to positive emotional, cognitive, physical, social, and creative growth. Each student will design and present a project that demonstrates the core principles of an Early Childhood curriculum. *Prerequisite: ECS 105 with a Grade of C or better.*
- ECS 205 > **Field Experience: Early Childhood**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 A supervised field experience for a minimum of 120 hours in an early childhood setting. Opportunity to plan, implement, observe, record, and evaluate programs and children. Weekly seminar allows students to share and explore fieldwork experiences.
Prerequisite: ECS 105 with a Grade of C or better.

ECO**ECONOMICS**

- ECO 201 > **Principles of Economics I - (Macro)**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 An examination of the modern mixed economic system; introduction to economic issues and the basic principles of methods of economics; course focuses on macroeconomics principles: economic growth, inflation, unemployment, the business cycle, the financial system, international capital flows and trade, the banking system and monetary and fiscal policy. Applications to current policy issues in the American economy will be emphasized throughout. *Second-year students preferred.*
- ECO 202 > **Principles of Economics II - (Micro)**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 A micro economic analysis of the basic market forces of supply and demand; the price mechanism, utility maximization by consumers, profit maximization by firms in competitive and non competitive markets. Introduction to an examination of current national economic issues involving the pricing principles of this discipline. *Second-year students preferred.*

EDU**EDUCATION**

- EDU 101 > **Educational Foundations**
 3 CREDIT HOURS • LECTURE: 3 HOURS

 An introduction to the historical, sociological and philosophical foundations of education. Requires students to examine the social purposes of education in historical and contemporary contexts; engage in the study of education through the academic disciplines of sociology, history, and philosophy; examine the significance of social differences (class, culture, race/ethnicity, gender, sexual orientation, religion) for education; develop and express a personal philosophy of education; and examine the relationship of schooling to democratic practices and principles. *Prerequisites: ENG 101 with a Grade of C or better or ENG 100B with a Grade of C or better.*

EGR**ENGINEERING**

- EGR 105 > Engineering Physics I**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 Topics include dimensional analysis, elementary vector mathematics, linear and angular kinematics and dynamics, Newton's laws of motion, work and energy concepts, friction, impulse and momentum, and harmonic motion. Physics Laboratory emphasizes critical investigation of phenomena with hands-on explorations. Developing skills in writing technical reports, graphical presentations, and reflecting on the meaning of physical phenomena. *Prerequisite: MAT 131.*
- EGR 106 > Engineering Physics II**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 Topics include harmonic motion with damping, wave phenomena and interference, sound waves, center of mass, gravitation, rotational kinematics and dynamics, torque and moment of inertia, equilibrium and elasticity with thermal stress, fluid mechanics and Bernoulli effects, fluid pressure for engineering analysis, thermal properties of matter, thermal expansion and heat transfer, and elements of thermodynamics. Physics laboratory emphasizes critical investigation of phenomena with hands-on explorations, as well as developing skills in writing technical reports, graphical presentations, and reflecting on the meaning of physical phenomena. *Prerequisite: EGR 105.*
- EGR 109 > Engineering Graphics & CAD**
3 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 2 HOURS
 An introduction to engineering graphics and computer-aided drafting and design. Topics include sketching, orthographic projection and pictorial representation, introduction to surface modeling/solids and CAD procedures. Cannot be used toward major requirement for Mechanical Technology AAS degree. Not open to students with credit in TEC 107, TEC 169, or TEC 170 except by permission of instructor.
- EGR 180 > Introduction to Engineering Design**
3 CREDIT HOURS • LECTURE: 3 HOURS
 An introduction to the engineering design process through lecture and experiential learning. Emphasis on the design process provides a structure in which the various phases of design can occur in a logical and efficient order. Good oral and written communication and team-building skills are emphasized.
- EGR 183 > Digital Logic Design**
3 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 1 HOUR
 Concepts of digital logic will be discussed. Topics will include Boolean Algebra and functions, design and implementations of combinatorial and sequential logic, basic binary and hexadecimal arithmetic, and finite state machines. Electrical instruments will be used to build elemental digital circuits. Laboratory provides additional insight into the physical and circuit aspects of the design and implementation of digital systems using commercial IC components. *Prerequisite: MAT 108.*
- EGR 204 > Engineering Physics III**
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS
 Topics include thermodynamics, electrostatics, Gauss's Law, potential, capacitance, Ohm's Law, electric resistance, work and power, Kirchoff's rules, RC series circuit, elementary non-linear circuits, magnetic phenomena, field and forces, Lenz's Law, RLC circuits, nature and propagation of light, interference phenomena, and elementary nuclear physics. *Prerequisites: EGR 106 and MAT 132.*
- EGR 207 > Mechanics I - Statics**
3 CREDIT HOURS • LECTURE: 3 HOURS
 Topics include analysis and design of static structural systems using vector and scalar notation, resultants and equilibrium of force systems with an emphasis on graphical presentation (shear and moment diagrams), friction as a design constraint, centroids, introduction to bending stress response, area and mass moments of inertia, introduction to energy concepts and virtual work, and preparation of an engineering analysis report using field investigations of a real structure. *Prerequisite: EGR 105.*
- EGR 208 > Dynamics**
3 CREDIT HOURS • LECTURE: 3 HOURS
 Includes kinematics of a particle, vector calculus, motion curves, Newton's laws of motion and D'Alembert's principle, kinetics of particles, kinematics and kinetics of rigid bodies, work-energy methods, impulse and momentum, special dynamics, simple harmonic motion, and vibrations. *Prerequisites: EGR 207 and MAT 231.*

EGR 209 > Mechanics II-Mech of Materials
3 CREDIT HOURS • LECTURE: 3 HOURS

Topics include analysis of the strength and deformation of materials and structural elements, including elementary indeterminate analysis methods, multi-axial stress and strain, 2D and 3D Mohr's circle of stress, bending, torsion, column buckling behavior with engineering analysis methods, design of beams, shafts and composite structural elements with an emphasis on the use of shear and moment diagrams, and an introduction to energy methods of structural analysis. Preparation of an engineering analysis/design report is required. *Prerequisites: EGR 207 and MAT 231.*

EGR 210 > Thermodynamics
3 CREDIT HOURS • LECTURE: 3 HOURS

A study of the fundamental concepts of laws of thermodynamics with regard to engineering processes and operations. Topics include properties of pure substances, work, heat, energy, and the First Law of Thermodynamics; techniques of First Law analysis; entropy and the Second Law of Thermodynamics; techniques of Second Law analysis, analysis of various heat engines. Appropriate for Engineering Science majors. *Prerequisites: EGR 105 and MAT 131.*

EGR 211 > Introduction to Materials Science
3 CREDIT HOURS • LECTURE: 3 HOURS

A study of the basic laws and concepts relating the structure of solids to their physical and mechanical properties. Topics include atomic bonding, crystalline structure, crystalline imperfections, phase diagrams, kinetics and heat treatment, structural materials, mechanical properties, metals, ceramics and glasses, polymers, electrical conduction, semi-conductors, and composites. *Prerequisite: CHM 112.*

EGR 222 > Circuit Analysis
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

A beginning electrical circuits course in which students will learn network concepts. DC circuits: mesh and node equations, network theorems, operational amplifiers. AC circuits: phasor diagrams, power. Time domain solution of first order circuits. Complex numbers, effective values, sinusoids, and phasors. *Prerequisite: MAT 132.*

EGR 223 > Microprocessor Architecture
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

An introduction to microprocessor systems. Topics will include microprocessor organization, memory interfacing and timing, programmable peripheral interface, timer interrupts, and the interrupt controller. Students will participate in a laboratory which provides hands-on experience in Assembly and C programming as it pertains to controlling and interfacing peripheral devices in microprocessor systems. *Prerequisites: EGR 183 and EGR 222.*

ENG

ENGLISH

ENG 090 > Developmental Writing
0 CREDIT HOURS • LECTURE: 3 HOURS

Designed for students needing more vigorous preparation for future academic requirements. Writing assignments will encourage exploration of themes evolving from readings and focus on both content and skills. Students enrolled in Eng 090 must pass this course prior to continuing in the English sequence.

ENG 100A > Writing Reading/Workshop A
1 CREDIT HOUR • LECTURE: 3 HOURS | OTHER: 1 HOUR

An introductory writing course which provides instruction and practice in reading and writing as complementary ways of discovering meaning for oneself. Grade will be either "Permission to continue to English 100B" or "Failure."

ENG 100B > Writing Reading/Workshop B
2 CREDIT HOURS • LECTURE: 3 HOURS

A continuation of Eng 100A. Open only to students who have successfully completed English 100A and offers continued instruction and practice in writing as a way of thinking and learning. Library search and documentation processes will be introduced. A grade of C or better is required to enroll in a further writing course (English 102 through English 110) or any 200-level English course. Note: The grade in Eng 100B will be applied to both English 100A & English 100B. *Prerequisites: ENG 100A with a Grade of PC.*

ENG 100D > Critical Reading**1 CREDIT HOUR** • LECTURE: 3 HOURS

Designed to introduce and improve effective reading strategies across all content areas. In addition to practices of text annotation and conventions of academic discourse, the course emphasizes reading as a process in order to foster both comprehensive and critical thinking. Students also enrolled in Eng 090 as part of the Development Studies Program must pass this course with a grade of C or better prior to continuing in the English sequence.

ENG 101 > Introduction to College Writing**3 CREDIT HOURS** • LECTURE: 3 HOURS

Instruction and practice in the process of writing, including revision, careful analysis, and peer review. Assignments may include reflection on experience, exposition, and interpretation of a text. Information literacy, in the form of research and documentation, will be presented. A grade of C or better is required to enroll in a second writing course (English 102 through English 110) or any 200-level English course.

ENG 102 > Academic Writing**3 CREDIT HOURS** • LECTURE: 3 HOURS

A writing course focusing on intensive research, critical reading, and development of argumentation. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 103 > Writing/The Sciences**3 CREDIT HOURS** • LECTURE: 3 HOURS

A writing course which concerns itself with knowing and learning as practices within the various scientific fields. Students will often research an area of particular individual interest. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 104 > Writing/Business & Professions**3 CREDIT HOURS** • LECTURE: 3 HOURS

A focus on the conventions and style of business writing: various kinds of memos, letters, and reports, as well as some essays on the nature of business communication. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 105 > Writing/The Social Sciences**3 CREDIT HOURS** • LECTURE: 3 HOURS

A course in writing about the behavior of human beings as individuals, members of social groups, and features of an environment. Includes identifying meaningful questions, gathering information, recording observations, recognizing significant evidence, drawing conclusions, and composing analytical discussions. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 106 > Writing/Performing & Visual Arts**3 CREDIT HOURS** • LECTURE: 3 HOURS

A writing workshop in which students explore the connection between one or another of the visual or performing arts and our efforts to use language as a way to make sense of the world. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 108 > Writing/Literature**3 CREDIT HOURS** • LECTURE: 3 HOURS

A writing workshop in which students read from a diverse selection of short stories, poetry, essays and drama. Writing explores students' responses to critical questions raised by the readings and may include a research paper examining the life and work of an author. *Prerequisites: Grade of C or better in ENG 101 or ENG 100B.*

ENG 109 > Elements of Creative Writing**3 CREDIT HOURS** • LECTURE: 3 HOURS

Critical study of and practice in various genres of creative writing (poetry, fiction, etc.), with modes of inquiry including research and critical writing. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 110 > Elements of Technical Writing**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to the basic forms of technical writing, including instructions, proposals, and reports, as well as job-related writing, such as correspondence, brochures, and newsletters. Assignments are tailored to real situations and students are encouraged to write documents they will use outside of the classroom. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 120 > College Reading Techniques**1 CREDIT HOUR** • LECTURE: 1 HOUR

This course is designed to aid college-level readers to handle the range, complexity, and volume of a college reading load. The course covers a variety of reading and note-taking techniques to accommodate different learning styles and different college texts: textbooks, scholarly articles, narratives, and essays. Students placed in ENG 100D may not substitute ENG 120.

ENG 201 > World Literature I**3 CREDIT HOURS** • LECTURE: 3 HOURS

A study of representative classical and medieval writings, European and/or non-European, relating to their historical and cultural background. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 202 > World Literature II**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of representative writings including such possible areas as Renaissance, neo-classic, romantic, and modern, relating to their historical and cultural backgrounds. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 203 > British Literature I**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of the development of English Literature from its oral beginning through the Anglo-Saxon era, the Middle Ages, the Renaissance, and the Age of Reason. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 204 > British Literature II**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study extending from the Romantic period through the Victorian era and into the twentieth century. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 205 > American Literature I**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the literatures of the U.S. from the pre-Colonial period to the Civil War, which may include Native American oral tradition, the literature of New Spain and the Colonial period, the cultures of New England, and the social issues of race and slavery as represented in nineteenth-century narration and the popular press. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 206 > American Literature II**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the literatures of the U.S. from the Civil War to the post-World War II era, which may include regionalism, social realism, naturalism, modernism, post-modernism, minority movements, and the emergence of critical and literary feminism. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 207 > American Literature Since 1945**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of American literature since 1945. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 209 > Modern Dramatic Literature**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of major plays from Ibsen to the present. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 210 > Introduction to Literary Studies**3 CREDIT HOURS • LECTURE: 3 HOURS**

An introduction to key traditions and trends in the study of literature and related cultural texts and contexts, with special attention to the developments of twentieth century literary and cultural criticism and theory. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 211 > Shakespeare**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the full range of Shakespeare's dramatic art, including histories, comedies and tragedies. Writing and discussion will be augmented by films of the plays. Also addresses questions of biography, authorship and cultural history. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 214 > Poetry Writing**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of poetic technique and form. Students will focus on contemporary poetry and its venues today and discuss student poems in a workshop format. Frequent writing and reading assignments as well as written peer reviews will be included in the course. Introduction to portfolio development will occur. Students who earn C or above may continue by registration for three free elective credits. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 215 > Fiction Writing**3 CREDIT HOURS • LECTURE: 3 HOURS**

A fiction writing workshop designed for students with previous creative writing experience at the introductory level. Students will explore a variety of creative writing methods in order to produce original fiction. Coursework may involve reading and analyzing published works and peer workshoping of student writing. Students who earn C or above may continue by registration for three free elective credits. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 217 > Science Fiction and Fantasy**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of two genres that were developed in the late 19th century as a reaction to the increased mechanization and depersonalization of urban life after the Industrial Revolution. Readings include two collections of short stories and novels, including *Perdido Street Station* and *Ender's Game*. Students will be required to keep a journal of their reactions to the writings and engage in class discussions. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 218 > Women in Literature**3 CREDIT HOURS • LECTURE: 3 HOURS**

An examination of the images of women in literature as they reflect varied attitudes about women and their roles in the worlds in which they live. Emphasis on authors and eras varies with instructors. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 219 > Literature of the American West**3 CREDIT HOURS • LECTURE: 3 HOURS**

A focus of novels, poetry and essays that have their setting west of the Mississippi, with special attention to literature of the arid territory(ies) west of the hundredth meridian. Literature of the Native American renaissance will be featured. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 220 > Major Writers**1 CREDIT HOUR • LECTURE: HOUR**

An in-depth study of the writings of a single author. Topics covered may include author's background, biography, and criticism. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 223 > Major Filmmakers**1 CREDIT HOUR • LECTURE: HOUR**

An in-depth study of representative work by a filmmaker with an emphasis on the role of the director in matters of style, acting, art direction, editing, and cinematography. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 226 > Minority Voices**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of literature that inspired or was inspired by the civil rights movements of African Americans, women, gays and lesbians. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 233 > Interview & Feature Writing**3 CREDIT HOURS • LECTURE: 3 HOURS**

Interview-reporter techniques for developing a range of assignments. First-hand experience in the transformation of news background material into feature copy. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 240 > Journal Writing**3 CREDIT HOURS • LECTURE: 3 HOURS**

A focus specifically on journal writing as a creative process, examining the potential it has to nurture critical thinking skills and to develop the various facets of the mind. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 245 > Readings in World Scripture**3 CREDIT HOURS • LECTURE: 3 HOURS**

Through readings in the Jewish and Christian scriptures, the Bhagavad Gita, the Tao Te Ching, the Qur'an and other texts, student will explore and discuss the meaning of literature, classic, scripture, and the issue of translating texts. Emphasis will be on reading, class discussion, and writing. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 249 > Children's Literature**3 CREDIT HOURS • LECTURE: 3 HOURS**

An overview of children's literature through reading many acclaimed children's and middle-grade books, as well as critical essays on the genre. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 250 > Topics in Literature**3 CREDIT HOURS • LECTURE: 3 HOURS**

An examination of selected literature about a topic of current concern. The topic will vary each semester. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 251 > Introduction to Fiction**3 CREDIT HOURS • LECTURE: 3 HOURS**

An examination of fiction from 1900 to the present. Topics will include realism, naturalism, modernism, and post-modernism. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 252 > Introduction to Film**3 CREDIT HOURS • LECTURE: 3 HOURS**

An introduction to critical analysis of film. The course will present basic concepts such as lighting, sound, editing, camera angle, focus, and depth of field, to enhance the understanding and enjoyment of films. The course will include a brief survey of the history of film and a sampling of directorial styles. *Prerequisites: A Grade of C or better in ENG 101 or ENG 100B.*

ENG 253 > International Cinema**3 CREDIT HOURS** • LECTURE: 3 HOURS

A survey of international cinema, screenings, readings, and discussions of the problems of modern life as expressed in the films of some of the world's most renowned directors. *Prerequisites:* A Grade of C or better in ENG 101 or ENG 100B.

ENG 263 > Training for Writing Tutors**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to writing theory and tutoring strategies. In addition to discussions and practice tutorials, students develop their own writing skills and styles. A four-hour practicum in the Center for Reading and Writing is required beginning the ninth week of the course. *Prerequisites:* A Grade of C or better in ENG 101 or ENG 100B.

ENG 264 > Writing Center Internship**1-3 CREDIT HOURS** • OTHER: 1 HOUR

Students who have completed ENG 263 (Training for Writing Tutors) are eligible for internships of 1, 2, or 3 credits in the English Division's Center for Reading and Writing. Hours and assignments will be arranged with the instructor.

ENG 265 > Training For Reading Tutors**1 CREDIT HOUR** • LECTURE: 1 HOUR

A study of how one learns to read, reading disabilities, the phonics debate and other related issues. After successful completion, students may be eligible to work as a reading tutor in the Center for Reading and Writing. *Prerequisites:* A Grade of C or better in ENG 101 or ENG 100B.

FRN**FRENCH****FRN 101 > Elementary French I****3 CREDIT HOURS** • LECTURE: 3 HOURS

Designed for students who have no experience in French. The fundamental aspect of communicating in French will be introduced through grammar analysis, vocabulary, active listening activities, writing, and basic everyday communication. Exposure to the history of the Francophone culture, geography, and current events will allow the student to develop a basic knowledge of the culture. Not open to students with two or more years of secondary French.

FRN 102 > Elementary French II**3 CREDIT HOURS** • LECTURE: 3 HOURS

Intended for students who have knowledge of French. This course will continue the foundations built in FRN 101 through a broader use of vocabulary, more complex grammar tenses and reflective writing. Much emphasis is on conversation and listening through films, student based presentations, literature and music. Not open for students with three or more successful years in French and who have obtained Regent credits (85%) or equivalent. *Prerequisite:* FRN 101.

FRN 117 > Conversational French I**3 CREDIT HOURS** • LECTURE: 3 HOURS

This course is centered on the oral proficiency needed for basic everyday situations. Much emphasis is in the development of listening skills, posing and answering questions, a broad understanding of vocabulary, and mastery of basic grammar. Explores the importance of family, education, food, leisure activities, medical conditions, and traveling. This course is open to students with less than two years experience in the language. This course is intended as a stand alone course or taken currently with Frn 101 or Frn 102. Not open to students with credit for French 201 or above, or with three or more years of high school French, except by permission of instructor.

FRN 201 > Intermediate French I**3 CREDIT HOURS** • LECTURE: 3 HOURS

Intended as a comprehensive review of the principles of grammar (much emphasis on use of the past tenses), vocabulary, and the history that has shaped the identity and culture of the Francophone world. Introduction to literary classics, modern writers, and modern films. Emphasis is in nurturing communicative expression through class discussions, student-based presentations, and group work. *Prerequisites:* Three years of secondary school French and who have obtained Regent credits (85%) or the equivalent or FRN 102.

FRN 202 > Intermediate French II**3 CREDIT HOURS** • LECTURE: 3 HOURS

As a continuation of FRN 201, this course allows the student to work on refining their communicative skills and cultural knowledge. Emphasis is on the mastery of conceptual uses in grammar, such as the indicative versus subjunctive mood and a wider vocabulary to speak about current events in media and workplace. Much emphasis is in developing writing.

Prerequisite: FRN 201.

FRN 206 > Intermediate French Conversation**3 CREDIT HOURS** • LECTURE: 3 HOURS

This course will focus on responding to news, literature, and movies as a platform for debates and/or student based presentations. Exposure to the differences in current dialects, expansion of vocabulary and review of grammar will be integrated in each lesson.

Prerequisites: Three years of high school French and who have obtained Regent credits (85%) or the equivalent or FRN 201.

GEG**GEOGRAPHY****GEG 110 > Introduction to Global Geography****3 CREDIT HOURS** • LECTURE: 3 HOURS

An introductory course focusing on physical, cultural, economic, and political geography of all global regions. A brief examination of the historical development of these regions.

GEO**GEOLOGY****GEO 101 > Physical Geology****4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey of physical and chemical processes upon and within the earth and the consequences for humans and society. View the workings of the earth at both geologic and human time scales within the framework of the theory of plate tectonics and the geologic cycle. Labs include study of how rock and mineral properties record the earth's past processes and of how maps and images of the earth reveal its structure and processes. Local field trips.

GEO 102 > Historical Geology**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A history of the earth from its origin through present. Summary of the earth's major physical and chemical processes such as plate tectonics, an introduction to rocks and minerals, and the nature and measurement of geologic time, the origin and history of the continents, their movements, and mountain building. Earth's climate, and life as revealed by fossils are explored. Local and regional field trips. Suitable first course in geology for strong science students. *Prerequisites:* GEO 101.

GEO 103 > Climate Change**3 CREDIT HOURS** • LECTURE: 3 HOURS

A course exploring the history and causes of climate change, the natural response times of the many components of the climate system, interactions and feedbacks among the various components, the role of carbon as it moves through the system at each time scale, potential consequences of future climate change, and the history of public understanding of anthropogenic contributions to change. *Does not satisfy the laboratory science requirement. Cannot be used for the major requirement of Math/Science AS degree.*

GEO 114 > Weather and Climate**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 2 HOURS

An introduction to elements of meteorology and climatology covering the structure and composition of the atmosphere, circulation, masses, fronts, analysis and forecasting, weather modification, and climates. Labs include observation and map and chart interpretation.

GEO 201 > Field & Laboratory Activities**1 CREDIT HOUR** • OTHER: 1 HOUR

A series of supplemental exercises to reinforce the student's background, with fundamental skills and techniques needed by geology majors. Activities are taken from several sources and include library and lab work in mineralogy, paleontology, rock identification, aerial photo and map interpretation. Field use of the Brunton compass and the plane table for mapping, as well as section measurement are introduced. Evaluation is based on written and oral reports, observation of techniques, and discussion.

GEO 202 > Introduction to Mineralogy**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

An examination of how the properties of atoms determine the geometry of the crystal structures of minerals, and how the crystal structures determine the physical and chemical properties of minerals and control how they form. Emphasis is on understanding the link between structure and properties. Labs involve building of scale models of crystal structures. *Prerequisites:* GEO 101 or GEO 102.

GRM**GERMAN**

GRM 101 >

Elementary German I**3 CREDIT HOURS** • LECTURE: 3 HOURS

Designed for students who have no experience in German. The fundamental aspects of communicating in German will be introduced through grammar analysis, vocabulary, active listening activities, writing, and basic everyday communication. Exposure to the history, geography and current events will allow the student to develop a basic knowledge of the culture.

GRM 102 >

Elementary German II**3 CREDIT HOURS** • LECTURE: 3 HOURS

Intended for students who have knowledge of German. This course will continue the foundations built through a broader use of vocabulary, more complex grammar tenses and reflective writing. Much emphasis is on conversation and listening through films, student-based presentations, literature and music. Not open for students with 3 or more successful years in German and who have obtained Regent credits (85%) or the equivalent. *Prerequisites: GRM 101.*

HED**HEALTH**

HED 103 >

College Health**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to health issues of concern to the college student. Current concepts and trends in such areas as emotional health, human sexuality, transmissible diseases, and substance use and abuse are emphasized. This course contains background information concerning the effects of drugs, alcohol, and tobacco on the human body and society as required for the certification of teachers in New York State.

HED 104 >

First Aid and Safety**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 1 HOUR

This course is a survey of principles and practices of first aid and safety education in the home, school and community. Upon meeting specific course requirements, the student may earn a Red Cross certificate in RTE (Responding to Emergencies) and Adult CPR. *Additional \$10.00 certification fee.*

HED 108 >

Wilderness First Responder**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

An intensive professional certification course designed to develop standards of practice for outdoor professionals providing pre-hospital backcountry first response and emergency medical care in remote environments. Designed to provide outdoor professionals with the medical knowledge and skills needed to deal with medical emergencies in isolated settings, this course prepares outdoor leaders to make critical medical and evacuation decisions in remote locations. Students who successfully complete this course are eligible for WFR, CPR and AED certification.

HIS**HISTORY**

HIS 100 >

Western Civilization to 1500**3 CREDIT HOURS** • LECTURE: 3 HOURS

This is a survey of the history of western civilization from ancient times to the beginning of the Sixteenth Century. Emphasis will be placed on the classical civilizations of Greece and Rome as well as on the Middle Ages.

HIS 101 >

Western Civilization, 1500-1815**3 CREDIT HOURS** • LECTURE: 3 HOURS

This provides an introduction to the development of early modern states of Europe. Major events covered will include (but are not limited to) the change from the late medieval world through the rise of Protestantism and the great dynastic tensions which divided the continent; the development of science and thinking leading up to the Industrial and French Revolutions and the Napoleonic Wars will be emphasized.

HIS 102 >

Western Civilization, 1815-Present**3 CREDIT HOURS** • LECTURE: 3 HOURS

This will review the nineteenth and twentieth century western world and will include (but is not limited to) the struggles of nationalism and liberalism in the post-Napoleonic era; the Balkan problem, imperialism, and the crises leading to the First World War and the subsequent collapse of the old European order in 1918. Further, the rise of fascism and communism, the Second World War and the origins of the 'cold war' will also be examined.

HIS 103 >

The United States to 1877**3 CREDIT HOURS** • LECTURE: 3 HOURS

Starting with a brief examination of America before 1492, this survey examines the major events and central ideas in United States history from the colonial era to 1877.

HIS 104 > The United States Since 1877**3 CREDIT HOURS • LECTURE: 3 HOURS**

Starting in 1877, this survey emphasizes the policies and programs of the two Roosevelts, Wilson, and Truman and devotes significant attention to the origins and consequences of American participation in the two world wars.

HIS 110 > Twentieth Century World History**3 CREDIT HOURS • LECTURE: 3 HOURS**

The twentieth century witnessed world wars, genocide, famine, natural disasters, and tremendous oppression. Yet the same period inspired hope that a "modern" world would offer peace, toleration, freedom, and material abundance to the world's people. This survey presents a broad geographic (global) examination of the major events of the twentieth century.

HIS 218 > Genocide & The 20th Century**3 CREDIT HOURS • LECTURE: 3 HOURS**

Genocide stalked the twentieth century, killing tens of millions around the globe. History 218 explores the theory of genocide and examines several genocidal events, including the Holocaust; Stalin's Terror-Famine; the Armenian Tragedy; the German slaughter of the Hereros; Japan's World War II occupation policy; genocide in Bangladesh, Burundi, Indonesia, Cambodia, and East Timor; Mao's Great Leap Forward; and Rwanda. Rescue and responses to genocide receive significant attention. *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HIS 222 > Germany & WWI**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the causes, course, and consequences of WWI emphasizing Germany's role as supposed instigator. Attention to belligerents' massive propaganda efforts, internal political upheavals, military turning points, and collapse of the old order in 1918-1919. *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HIS 223 > Hitler/Nazi Germany**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of the origins, success and subsequent collapse of the Nazi movement with emphasis on the economic and political problems of the Weimar Republic (1918-1933) the ideology of fascism, political machinery and territorial conquests of Third Reich (1933-1945). *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HIS 225 > American Revolution, 1763-1789**3 CREDIT HOURS • LECTURE: 3 HOURS**

The American war for independence grew out of the British victories of the Seven Years' War, and revolutionary changes continued at least until the enactment of a federal constitution in 1789. Major areas of study include the social, economic, political, and military history of the war. *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HIS 226 > Civil War & Reconstruction, 1850-77**3 CREDIT HOURS • LECTURE: 3 HOURS**

The American Civil War traces its origin to America's failure to end slavery in 1776. Major areas of study include the social, economic, political, and military history of the war, and the attempts to reorganize southern society following the war. *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HIS 270 > History/Warren & Washington County**3 CREDIT HOURS • LECTURE: 3 HOURS**

Approaches the region from its history and material culture. Spans centuries from Native American occupation and the Colonial Wars, to the establishment of communities by Europeans and African-Americans, finally covering the home front of the World Wars, the suburbanization of communities, and the rise of tourism. Will enhance the professional development of teachers, museum staff and volunteers, historic preservationists and planners, and politicians and government workers.

HIS 280 > US Depression & War, 1929-45**3 CREDIT HOURS • LECTURE: 3 HOURS**

Few crises posed as great a danger to America as the Great Depression and World War II. Major areas of study include the impact of the Great Depression, the New Deal, and World War II on the political, economic, social, and cultural life of the United States. *Prerequisites: HIS 100 or HIS 101 or HIS 102 or HIS 103 or HIS 104.*

HRD**HUMAN RESOURCES DEVELOPMENT****HRD 100 > College Learning: Theory & Practice****4 CREDIT HOURS • LECTURE: 4 HOURS**

A course offering the under-prepared student the methods and the support necessary to learn to succeed in college. Each small group is team-taught and tackles a number of interdisciplinary projects that will develop both the skills and the strategies needed for college-level work. Students learn about and practice note taking, active reading, research, test taking, collaborative learning, stress management, and public speaking. Course materials include extensive reading assignments and a challenging film. Two credits may count as liberal arts elective.

HRD 100A > College Life Seminar**2 CREDIT HOURS • LECTURE: 2 HOURS**

A course assisting students to obtain the knowledge and skills necessary to succeed in college. Students learn about and practice word processing, library research skills and journal writing. Possible majors and career options are explored. In addition, students will learn about college policies and requirements.

HRD 101 > Career Exploration**1 CREDIT HOURS • LECTURE: 1 HOUR**

A course for the student who is undecided about his/her occupational choice. Includes interest tests, values clarification and career information.

HRD 104 > Job Search Skills**1 CREDIT HOURS • LECTURE: 1 HOUR**

A survey of topics including job search, resume writing, and job interviews.

HRD 105 > Transfer Exploration**1 CREDIT HOURS • LECTURE: 1 HOUR**

A course designed to guide the second or third semester student through the transfer process. Students will become familiar with a variety of tools which can help them in their college search. A framework will be utilized which will help students explore their own educational needs and preferences as they research colleges.

HRD 110 > Freshman Seminar**1 CREDIT HOURS • LECTURE: 1 HOUR**

A college orientation course to introduce students to college resources and requirements. Class activities will be directed toward developing the necessary skills to encourage college success. Course will include academic advisement, career information, study skills, note-taking, time management, and research.

HUM**HUMANITIES****HUM 180 > Introduction to the Humanities****3 CREDIT HOURS • LECTURE: 3 HOURS**

An introductory course to the Humanities that surveys Western and Eastern artistic and theoretical expression. Through themes in the humanities, students will explore the disciplines of art, music, theatre and their relationships to one another. A number of important art works and diverse genres in each discipline will be analyzed and discussed through critical and analytical discussions, readings and writings, critiques, and self-guided (independent) field trips. Assignments will enable students to appreciate and value the arts in a historical, social, (multi)cultural, biographical, and aesthetic context.

HUM 190 > Humanities Seminar**3 CREDIT HOURS • LECTURE: 3 HOURS**

An interdisciplinary course that explores the nature and interconnection of three art forms: visual arts, music, and theater. Each seminar is unique, focusing on specific works of art in depth. Team taught by instructors in each discipline. May be repeated for credit with change of topic.

INT**INTERNATIONAL STUDIES****INT 204 > International Studies****3 OR 4 CREDIT HOURS**

Interdisciplinary opportunities for students to earn credit through ACC sponsored travel abroad. Travel will be linked to a particular subject area and credit earned through individual in-depth projects. May be used to fulfill liberal arts requirement toward graduation.

LIB**LEARNING RESOURCES****LIB 187 > Library Research Methods****1 CREDIT HOURS • LECTURE: 1 HOUR**

An introduction to the library research process including techniques necessary for the successful completion of many college courses. Covers topic analysis, controlled vocabularies, the search process and the organization and evaluation of information. A variety of print, electronic, and Internet information resources will be explored.

MAT**MATHEMATICS****MAT 090 > Developmental Mathematics****3 CREDIT HOURS** • LECTURE: 3 HOURS

A problem-solving approach that develops the basic mathematical skills necessary to enter MAT 097. Topics include arithmetic with whole numbers, fractions, and decimals as well as ratios, proportions, percents, powers and roots, scientific notation, signed numbers, geometry, graphing and an introduction to algebra. Grading for this course will be on a Pass/Fail basis.

MAT 097 > Introduction to Mathematical Functions**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 1 HOUR

A problem-solving approach utilizing mathematical modeling, reasoning, communication and technology. Problems will connect mathematics with other disciplines to develop and extend the student's mathematical power. Topics include numeracy, data analysis, functions, algebra, geometry. Graphing calculators or computers will be used. Intended for students without recent algebra experience or for those without Regents Math A credit. Grading will be Pass/Fail. *Prerequisite: Integrated Algebra I Regents, or some previous algebra experience.*

MAT 108 > Mathematical Functions II**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 1 HOUR

An interactive and collaborative problem-solving approach which develops and extends mathematical power using algebraic, numeric, and graphical techniques. Topics include a study of function, functional families (polynomial, exponential, logarithmic, etc.), data analysis, geometry, and right triangle trigonometry. *Prerequisites: MAT 097 within 4 years, Math A Exam within 4 years with a grade of 80 or better, Integrated Algebra Exam within 4 years with a grade of 80 or better.*

MAT 109 > Survey of Mathematics**3 CREDIT HOURS** • LECTURE: 3 HOURS

Designed to give liberal arts students not majoring in math or science an appreciation of mathematics with an emphasis on problem solving as it relates to the individual topics. Topics will be chosen from introductory statistics, computer literacy, logic, set theory, mathematical and number systems, modern geometry, and topology and Math history. *Prerequisite: MAT 097 within 4 years, Math A Exam within 4 years with a grade of 80 or better, Integrated Algebra Exam within 4 years with a grade of 80 or better.*

MAT 110 > Mathematics of Finance**3 CREDIT HOURS** • LECTURE: 3 HOURS

A survey of mathematics as applied to financial operations, investments, interest and discount, applications of annuities to amortization and sinking funds and equalization of payments. *Prerequisite: MAT 097 within 4 years, Math A Exam within 4 years with a grade of 80 or better, Integrated Algebra Exam within 4 years with a grade of 80 or better.*

MAT 114 > Math For Elementary Teachers**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 1 HOUR

A conceptual course with a focus on developing a strong understanding in the topics of school mathematics. Emphasizes the interconnections between theory, algorithms, and problem solving by examining student responses to fundamental elementary/middle school mathematics. Content areas in the course include: numeration and number systems, sets and relations, operations on whole numbers, integers and rationals, the process of measurement, and algebra. Recommended only for Teaching Assistant Certificate majors. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 115 > Math For Elementary Teachers II**3 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 1 HOUR

A conceptual course with a focus on developing a strong understanding in the topics of school mathematics. Emphasizes the interconnections between theory, algorithms and problem solving by examining student responses to fundamental elementary/middle school mathematics. Content areas in the course include: probability, statistics, properties of geometric shapes and measurement in two and three dimensions, transformational geometry, relations/functions, and algebra. Recommended only for Teaching Assistant Certificate majors. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 117 > Elements of Geometry**3 CREDIT HOURS • LECTURE: 3 HOURS**

A study of Euclidean geometry and an introduction to a non-Euclidean geometry. Emphasis will be on the deductive method of reasoning, as well as some use of the indirect proof. There will be hands-on investigations in which the students will be actively engaged. *Prerequisites: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70 or equivalent.*

MAT 119 > Finite Mathematics**3 CREDIT HOURS • LECTURE: 3 HOURS**

A course designed to support the Information Technology degree. Topics include truth tables, DeMorgan's Laws, bases, functions including linear and logarithmic, systems of equations including the arithmetic of matrices, mathematics of finance and introduction to statistics (mean, median, mode, standard deviation, variance) linear programming and theory of games. Not open to students with credit for MAT 129. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 123 > Pre-Calculus**4 CREDIT HOURS • LECTURE: 4 HOURS**

A preparation for calculus through an extensive study of the theory of functions. Function families include exponential, logarithmic, trigonometric, polynomial, and rational functions. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 124 > Analytic Geometry**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of topics including analytic proofs of geometric theorems, lines, conics, algebraic curves, transcendental functions, relations and functions, polar coordinates, parametric equations and if time allows, vector and space coordinates. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 127 > Introductory Statistics with Probability**4 CREDIT HOURS • LECTURE: 4 HOURS**

This course includes recognizing the uses and abuses of every day statistics and the quality and reliability of data. Emphasis is on the interpretation of numerical and graphical representations of existing and collected data. Topics include variability, sampling and elementary design of experiments, elementary distributions, correlation and regression, elementary probability, Central Limit Theorem, elementary inference from samples and statistical significance. *Prerequisite: MAT 097 within 4 years, Math A Exam within 4 years with a grade of 80 or better, Integrated Algebra Exam within 4 years with a grade of 80 or better.*

MAT 129 > Discrete Mathematics**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of mathematical topics needed to support computer science and data processing concepts. Topics include sets, relations, functions, congruencies, non-decimal bases, logic and Boolean algebra, combinatorics, probability, recursion and math induction. *Prerequisite: MAT 108 with a minimum grade of C, Math B or Algebra II Exam with a minimum grade of 70, or equivalent.*

MAT 131 > Calculus I**4 CREDIT HOURS • LECTURE: 4 HOURS**

A differential calculus course from a numeric, graphic, and algebraic perspective including functions, graphing, rates of change, limits, derivatives, and anti-derivatives of algebraic and trigonometric functions, maxima and minima, analytic geometry as needed and the definite integral. *Prerequisite: four years of high school math, MAT 123 with a grade of C or better, or equivalent.*

MAT 132 > Calculus II**4 CREDIT HOURS • LECTURE: 4 HOURS**

An integral calculus course from a numeric, graphical and algebraic perspective including definite, indefinite and improper integrals, applications, techniques of integration, surfaces of revolution, infinite series and sequences, and convergence tests. *Prerequisite: MAT 131 with a grade of C or better, or equivalent.*

MAT 157 > Trigonometry**1 CREDIT HOUR • LECTURE: 1 HOUR**

Extend right triangle trigonometry to the Cartesian plane. Explore and verify trig identities algebraically. Use reference angles and trig identities to solve trigonometric problems. Introduce domain and range of inverse trig functions. *Prerequisites: MAT 108, Math B or Algebra II Exam with a minimum grade of 70 or equivalent.*

MAT 159 > Topics in Math**3 CREDIT HOURS • LECTURE: 3 HOURS**

Designed to provide liberal arts students with an opportunity to study different areas of mathematics including historical and contemporary topics. Topics may include set theory, Cantor's infinite sets, axiomatic systems and alternative geometries, fractals, groups, number theory, and graph theory. Topics will be studied from a problem-solving perspective. *Prerequisite:* MAT 108 with a grade of C or better, Math B or Algebra II Exam with a minimum grade of 70, or equivalent, or MAT 109.

MAT 167 > Quantitative Skills for Health Science**2 CREDIT HOURS • LECTURE: 2 HOURS | LAB: 1 HOUR**

An emphasis on the application of basic arithmetic skills and dimensional analysis as they relate to health science. Topics include medication dosages, measurement systems, IV calculations, scientific notation, significant digits and numeracy. *Prerequisites:* MAT 090 with a Grade of S or better.

Mat 220 > Linear Algebra**3 CREDIT HOURS • LECTURE: 3 HOURS**

A course of defining systems of linear equations, matrix and determinant solutions, vector spaces, linear transformations, matrices, matrix algebra, eigenvectors and eigenvalues, quadratic forms; applications. *Prerequisite:* High School Precalculus, MAT 123, or equivalent. Not recommended for first semester students.

MAT 223 > Algebraic & Discrete Structures**3 CREDIT HOURS • LECTURE: 3 HOURS**

A first course in abstract mathematical structures with applications involving discrete structures. Mathematical proof; sets, relations; math induction; number theory; graph theory; coding theory; algebraic systems; groups, rings, fields. Course recommended for math or computer science majors. Not offered regularly. *Prerequisite:* four years high school math, MAT 123, or MAT 129, or equivalent.

MAT 227 > Topics in Statistical Inference**4 CREDIT HOURS • LECTURE: 4 HOURS**

A continuation of inference theory including matched pairs t-testing, testing differences between population means and proportions, one-factor and two-factor analysis of variance; post hoc tests; Type II error and the power of a statistical test; the use of non-parametric statistics; further regression analysis including transformation of data, and concluding with introductory multivariate regression. The course will be integrated with the use of the graphing calculator. *Prerequisite:* MAT 127.

MAT 231 > Calculus III**4 CREDIT HOURS • LECTURE: 4 HOURS**

An advanced calculus course emphasizing vectors; solid analytic geometry; the calculus of vector valued functions; the multivariate calculus, limits, continuity, directional and partial differentiation; line integrals; double integrals, surface integrals, triple integrals; applications. *Prerequisites:* MAT 132 with a grade of C or better, or equivalent.

MAT 232 > Differential Equations & Series**4 CREDIT HOURS • LECTURE: 4 HOURS**

A survey of ordinary differential equations of first, second and higher orders, general methods of solution. Laplace transforms, power series solutions, approximation techniques and computer techniques; systems; applications, and selected topics from difference equations, Fourier series of partial differential equations. *Prerequisite:* MAT 231 with a grade of C or better, or equivalent.

MUS**MUSIC****MUS 097 > Introduction to Aural Skills****1 CREDIT HOUR** • OTHER: 1 HOUR

Designed for students with very little or no music background. Studies will provide an introduction to and reinforcement in the basic aural and oral skills needed by all musicians. *Corequisites apply to the Pre-A.S. program in Music Track: MUS 103, MUS 115/116, and MUS 130.*

MUS 098 > Introduction to Aural Skills II**1 CREDIT HOUR** • LAB: 2 HOURS

Continuation of materials presented in MUS 097 Introduction to Aural Skills I. *Corequisites apply to the Pre-A.S. program in Music Track: MUS 101, and MUS 130 (major instrument & piano non-music major level or permission to exempt).*

MUS 101 > Music Appreciation**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introductory study of music including basic terminology, a survey of Western music history, the relationship of music to other disciplines, and the development of listening skills.

MUS 103 > Music Fundamentals**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to music theory designed for both the non-music major, who desires to learn how to read and notate music, including CHORDS and RHYTHMS and the prospective music major, who needs to gain a better level of music literacy before pursuing MUS 124 Music Theory I.

MUS 105 > Chorus**1 CREDIT HOUR** • OTHER: 2 HOURS

No previous choral experience is required. Students are expected to attend all rehearsals and sing at all public performances unless specifically excused by the director. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit.

MUS 110 > Symphonic Band**1 CREDIT HOUR** • OTHER: 2 HOURS

Group rehearsal and performance of various types of concert band/wind ensemble music. Previous experience playing a band instrument is required. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit.

MUS 115 > Class Piano**1 CREDIT HOUR** • LECTURE: 1 HOUR

A beginning course in piano. Technique, touch, pedal, development of good reading skills, sight reading, simple transposition, and improvisation of simple chordal accompaniments.

MUS 116 > Class Piano II**1 CREDIT HOUR** • LECTURE: 1 HOUR

A continuation of Mus 115. *Prerequisite: MUS 115.*

MUS 117 > Keyboard Harmony I**1 CREDIT HOUR** • LECTURE: 1 HOUR

A study of the application of the materials of musical theory at the keyboard.

MUS 118 > Keyboard Harmony II**1 CREDIT HOUR** • LECTURE: 1 HOUR

A continuation of Mus 117. *Prerequisite: MUS 117.*

MUS 119 > Aural Skills I**1 CREDIT HOUR** • LAB: 2 HOURS

Singing and movable "do" solfeggio, melodic, rhythmic, and harmonic dictation, identification, and notation, and an introduction to vocal technique.

MUS 120 > Aural Skills II**1 CREDIT HOUR** • LAB: 2 HOURS

A continuation of Mus 119. *Prerequisite: MUS 119.*

MUS 123 > Pop & World Folk Music Theory**2 CREDIT HOURS** • LECTURE: 2 HOURS

Students will strengthen their knowledge of scales, chords and form through analysis of popular music and world folk music and their relationship to classical music. The course is designed for both the aspiring musician and those who have a general interest in music. *Prerequisite: MUS 103.*

MUS 124 > Music Theory I**2 CREDIT HOURS** • LECTURE: 2 HOURS

A study of basic topics in music theory, including scales, intervals, triads, harmonic progressions, non-harmonic tones, seventh chords, figured bass, and modulation. *Prerequisite: MUS 103.*

MUS 125 > Music Theory II**2 CREDIT HOURS** • LECTURE: 2 HOURS

A continuation of Mus 124. *Prerequisite: MUS 124.*

- MUS 126 > Music Literature and Style I**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A study of the history of Western art music from the age of ancient Greece to 1700, including the composers, musical literature, and musical styles prevalent in each era. *Prerequisites: MUS 118, 119, and MUS 125.*
- MUS 127 > Music Literature and Style II**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A study of the history of western art music from 1700 to the present day, including the composers, musical literature, and musical styles prevalent in each era. *Prerequisites: MUS 126 and MUS 224.*
- MUS 128 > Conducting I**
1 CREDIT HOUR ▪ LAB: 2 HOURS
 An introduction to basic conducting techniques, simple conducting patterns in 2, 3, & 4, principles of interpretation, score reading and preparation, and transposition. *Prerequisites: MUS 118, 119 and MUS 125.*
- MUS 129 > Conducting II**
1 CREDIT HOUR ▪ LAB: 2 HOURS
 Builds upon the foundation of Conducting I including asymmetrical meters, with further depth established in interpretation, maturity of conducting style, and basic distinctions between choral and instrumental ensembles. *Prerequisites: MUS 128 and MUS 224.*
- MUS 130 > Private Instruction**
1 CREDIT HOUR ▪ OTHER: 1 HOUR
 Individual instruction in voice or a musical instrument. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit.
- MUS 131 > Brass Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of brass ensemble literature. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: student must play a brass instrument.*
- MUS 132 > Percussion Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of percussion ensemble literature. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: student must play a percussion instrument and read music.*
- MUS 133 > String Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of string ensemble literature. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: student must play violin, viola, cello, or string bass.*
- MUS 134 > Woodwind Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of woodwind ensemble literature. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: student must play a woodwind instrument or French Horn.*
- MUS 135 > Vocal Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A select vocal ensemble of 4-16 members who study and perform repertoire in a variety of styles. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. Audition may be required.
- MUS 136 > Jazz Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of jazz ensemble literature representing a variety of jazz styles. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: Student must be able to read music and play one of the following: saxophone, trumpet, trombone, baritone, horn, drums, keyboards, guitar, electric bass guitar, string bass, or piano.*
- MUS 137 > Supplemental Aural Skills**
1 CREDIT HOUR ▪ LAB: 1 HOUR
 An extensive supplemental instruction in techniques used for sight-singing and rhythmic, melodic, and harmonic dictation. This course may be repeated once for Humanities, Liberal Arts, or Free Elective credit. This course will be offered in conjunction with MUS 120 and 220.
- MUS 139 > Piano Ensemble**
1 CREDIT HOUR ▪ OTHER: 2 HOURS
 A study and performance of piano ensemble literature representing a variety of piano styles. Students who earn a C or above may continue by registration for Humanities, Liberal Arts, or Free Elective credit. *Prerequisites: Student must be able to read music and have previous piano study.*

MUS 140 > Guitar Ensemble**1 CREDIT HOUR** • OTHER: 2 HOURS

A study and performance of guitar ensemble literature representing a variety of styles. Students who earn a C or above may continue by registration for credit. *Prerequisites: Students must be able to read music beyond chord symbols and have previous guitar playing experience.*

MUS 160 > History of Rock Music**3 CREDIT HOURS** • LECTURE: 3 HOURS

Beginning with an analysis of the styles that influenced rock music, this class will survey the styles from the 1950s to the 1980s. The class will emphasize the historical context of each style and analyze some of the music elements that have come to define it. (Rhythm, texture, meter, instrumentation, harmony...)

MUS 190 > Digital Sound Recording Studio I**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

This course is a lecture plus hands-on course in understanding medium of recorded sound through three key perspectives: designing a recording studio (including the selection and use of equipment), following the signal path from recording through the mixing and mastering phase, and producing a physical sound for the target listener. This course is open to both music and non-music majors. The course cannot be used towards major requirements of the Music A.S. degree.

MUS 202 > Topics in Music Seminar**3 CREDIT HOURS** • LECTURE: 3 HOURS

The study of a specialized topic drawn from the general areas of music history and appreciation. Possible seminar topics include American Music, History of Opera and Musical Theater and History of Popular Music and Jazz. May be repeated for credit with change of topic.

MUS 203 > The Music Business**3 CREDIT HOURS** • LECTURE: 3 HOURS

A course intended for students with some formal background in music who wish to study the business of music, including merchandising and the commercial aspects of music. Publishing, retailing, arts management, recording industry, and copyright laws are addressed.

MUS 219 > Aural Skills III**1 CREDIT HOUR** • LAB: 2 HOURS

A continuation of Aural Skills I-II dealing with more advanced aspects of sight-singing, melodic, rhythmic and harmonic dictation, and keyboard skills. *Prerequisites: MUS 120 and MUS 125 and MUS 126 and MUS 128.*

MUS 220 > Aural Skills IV**1 CREDIT HOUR** • LAB: 2 HOURS

A continuation of Mus 219. *Prerequisites: MUS 120 and MUS 125 and MUS 126 and MUS 128 and MUS 219.*

MUS 224 > Music Theory III**2 CREDIT HOURS** • LECTURE: 2 HOURS

A continuation of Music Theory I-II dealing with more advanced aspects of harmony; includes borrowed chords, altered chords, ninth, eleventh and thirteenth chords, and modulations to foreign keys. *Prerequisites: MUS 120 and MUS 125 and MUS 126 and MUS 128.*

MUS 225 > Music Theory IV**2 CREDIT HOURS** • LECTURE: 2 HOURS

A continuation of Mus 224. *Prerequisites: MUS 120 and MUS 125 and MUS 126 and MUS 128 and MUS 224.*

MUS 288 > Comp Music Notation & MIDI Sequencing**3 CREDIT HOURS** • LECTURE: 3 HOURS

Students use the MIDI controller (piano keyboard) acquire the necessary skills for creating and printing publisher quality musical arrangements for any grouping of instruments or voices using the Sibelius music notation application. The course then explores the concepts of techniques of MIDI (Musical Instrument Digital Interface) technology using virtual instruments to record (on the Sonar application) their previous notation projects onto finished CDs. This course is designed for music students with at least one year of music theory in addition to fundamental piano skills. *Prerequisites: MUS 124 & MUS 125, MUS 115 & MUS 116, or MUS 117 & 118, or permission of instructor.*

NUR**NURSING**

- NUR 100 > Foundations of Nurse Caring I**
3 CREDIT HOURS • LECTURE: 2 HOURS | OTHER: 1 HOUR
 An introduction to the therapeutic caring process and the five carative factors which distinguish the nurse as a caring professional. Lecture and seminar sessions focus on essential information concerning ethical/legal nursing issues, health promotion, cultural diversity, communication skills, and the implementation of basic nursing interventions which promote individual health. Using the nursing process as the framework for nurse decision making, emphasis is placed on care of individuals across the lifespan. *Corequisites: BIO 107, NUR 101.*
- NUR 101 > Clinical Foundations of Nurse Caring**
3 CREDIT HOURS • LECTURE: 1 HOUR | LAB: 6 HOURS
 An introduction to scientific principles and psychomotor skills necessary to ensure a basic level of competence in clinical practice. Students will use the College laboratory and clinical learning experiences in area community agencies. *Corequisites: BIO 107, NUR 101.*
- NUR 102 > Principles of Nurse Caring II**
5 CREDIT HOURS • LECTURE: 7 HOURS | LAB: 9 HOURS
 An introduction to principles of perioperative nursing care of adults and children. The pathophysiology and nursing care of patients with musculoskeletal, gastrointestinal, oncological, and fluid and electrolyte problems are presented. Through the use of the nursing process, students will apply principles of nurse caring and will demonstrate creativity and critical thinking in the clinical setting. Clinical practice will take place in a variety of acute care settings, including in-patient medical/surgical units, ambulatory care surgery and endoscopy lab. *Prerequisites: NUR 100 with a grade of C+ or better and NUR 101 with a grade of C+ or better and BIO 107 with a grade of C+ or better. Corequisite: BIO 108.*
- NUR 103 > Principles of Family Nursing Caring**
5 CREDIT HOURS • LECTURE: 7 HOURS | LAB: 9 HOURS
 An introduction to concepts of family nursing. Principles of maternal and newborn nursing will be emphasized from a family nurse caring perspective. Sexuality, sexually transmitted diseases, and female reproductive health are also discussed. Utilizing principles of nurse caring and nursing process, concepts of pharmacology, nutrition, communication, and patient teaching will be integrated throughout the course. Students will provide nursing care to families in family-centered clinical settings and community health agencies. *Prerequisites: NUR 100 with a grade of C+ or better and NUR 101 with a grade of C+ or better and BIO 107 with a grade of C+ or better. Corequisite: BIO 108.*
- NUR 104 > Principles of Nurse Caring III**
10 CREDIT HOURS • LECTURE: 6 HOURS | LAB: 12 HOURS
 This course builds on the caring concepts of nursing theory introduced in NUR 100 and NUR 101. Utilizing the principles of nurse caring, the patho physiology and nursing care related to the endocrine, neurologic, hematologic, renal, sensory, and integumentary systems will be explored. Students will use the nursing process to design and implement care for adults and children in a variety of health care settings. *Prerequisites: NUR 100 with a grade of C+ or better and NUR 101 with a grade of C+ or better and BIO 107 with a grade of C+ or better. Corequisite: BIO 108.*
- NUR 120 > Nursing Electives**
1-2 CREDIT HOURS • LECTURE: 1-2 HOURS
 Nursing electives are 1-2 credit courses or independent studies offered in topics of interest in nursing. They are intended to develop special areas of interest for students enrolled in the nursing program.
- NUR 150 > Application of the Nursing Process**
2 CREDIT HOURS • LECTURE: 2 HOURS
 A discussion of the nursing process: assessment, diagnosis, planning, implementation, and evaluation as it relates to patient care. Critical thinking, communication skills, professional practice, and legal and ethical issues as they relate to the nursing process, are among topics discussed. Application of the nursing process is evaluated through the development of nursing care plans, selective case studies and actual clinical patients. May be required for students seeking advanced placement in nursing and those returning to nursing after an absence of two or more years. Recommended for any student currently enrolled in the nursing program desiring enrichment in nursing process and written care plans. May be used to fulfill two (2) credits of nursing electives. *Prerequisites: GPN or current enrollment in nursing program.*
- NUR 200 > Principles of Nurse Caring IV**
4 CREDIT HOURS • LECTURE: 5 HOURS | LAB: 9 HOURS
 This seven-week course is designed to build on the principles of nurse caring introduced in previous nursing courses. The patho physiology and nursing care of adults and children with cardiovascular, respiratory, trauma and multiple system problems will be explored. Through the use of nursing processes, students will analyze, synthesize and evaluate an ever growing body of knowledge with the acute and chronically ill individual. *Prerequisites: NUR 102 with a Grade of C+ or better and NUR 103 with a Grade of C+ or better and NUR 104 with a Grade of C+ or better.*

- NUR 201 > **Principles of Mental Health Nurse Caring**
4 CREDIT HOURS • LECTURE: 5 HOURS | LAB: 9 HOURS
 An introduction to concepts of mental health nursing and therapeutic use of self. Utilizing principles of nurse caring and the nursing process, students will provide nursing care to individuals and families with emotional difficulties across the lifespan. *Prerequisites:* NUR 102 with a Grade of C+ or better and NUR 103 with a Grade of C+ or better and NUR 104 with a Grade of C+ or better.
- NUR 202 > **Professional Issues and Leadership in Nursing**
2 CREDIT HOURS • LECTURE: 2 HOURS
 Nursing roles in the current health care system will be examined with an emphasis on the nurse's ability to delegate and function within groups. Students will be introduced to the role of nurse leader and manager of care for a group of patients. Facilitates the transition from student to a member within the profession of nursing. Utilizing seminar format, students will explore a variety of relevant nursing issues in collaboration with the faculty. *Prerequisites:* Successful completion of three semesters of clinical nursing courses and continued enrollment in the nursing program.
- NUR 218 > **Nursing Clinical Practicum**
2 CREDIT HOURS • LECTURE: 2 HOURS
 A unique exposure to a full work week of clinical experience, allowing for continuity and intensity of clinical learning. Emphasis is on improving technical and communication skills, utilizing the nursing process to provide comprehensive patient care, facilitating the formation of sound clinical judgment/decisions and exploring the art of delegation. Students may use this course to fulfill their two (2) credits of Nursing Electives. *Prerequisites:* Completion of two semesters of clinical nursing courses and continued enrollment in the nursing program.

PHI

PHILOSOPHY

- PHI 201 > **Introduction to Philosophy**
3 CREDIT HOURS • LECTURE: 3 HOURS
 A survey of major fields of philosophic thought, representative works of classical and modern origin, and acquaintance with systematic approaches to logic, ethics, aesthetics, and metaphysics.
- PHI 202 > **Ethics**
3 CREDIT HOURS • LECTURE: 3 HOURS
 A survey of ethical issues such as capital punishment, censorship, marriage, and family, etc., critically examined from a moral perspective.
- PHI 203 > **Introduction to Logic**
3 CREDIT HOURS • LECTURE: 3 HOURS
 Develops critical thinking skills by introducing formal and informal logic systems with a focus on symbolic logic. Studies deductive and inductive arguments, forms of fallacies, and methods of proof. *Prerequisites:* MAT 097 or Regents Math A with a Score of 080.
- PHI 204 > **Comparative Religion**
3 CREDIT HOURS • LECTURE: 3 HOURS
 An investigation and comparative analysis of the world's great religions, including the religions of India (Hinduism, Jainism, Sikhism, Buddhism), of the Far East (Confucianism, Taoism, Shinto), and of the Near East (Zoroastrianism, Judaism, Christianity, Islam).
- PHI 206 > **Biomedical Ethics**
3 CREDIT HOURS • LECTURE: 3 HOURS
 A survey of biomedical issues such as abortion, AIDS, euthanasia, organ transplants, genetic engineering, drug testing, etc., will be critically examined from a moral perspective.
- PHI 207 > **Business Ethics**
3 CREDIT HOURS • LECTURE: 3 HOURS
 An introduction to concepts that are relevant to identifying, analyzing, and resolving ethical issues in business. This course is not intended to create a moralistic criticism of the behavior of individuals, business, or governmental organizations. Topics include corporate and governmental social responsibility, employee privacy rights, stakeholder's rights, and consumer rights.

PED**PHYSICAL EDUCATION****PED 105 > Introduction to Physical Education****3 CREDIT HOURS** • LECTURE: 3 HOURS

This course offers the student an introduction to the field of physical education and its related fields. It covers topics such as the history and philosophy of physical education; biological, psychological and social aspects of sport; organization and administration of physical education programs, including athletics; athletic training; and current trends; and career choices. This course does not meet the physical education activity requirement. May be used only as a free elective; suggested for those who may be interested in pursuing Physical Education as a major.

PED 106 > Athletic Training I**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

An introduction to current philosophies, procedures and practices related to the care and prevention of athletic injuries. Students will study contemporary principles and methods of conditioning, prevention, and first-aid care along with the fundamentals of taping and wrapping techniques, inspection & physical examination, and training room procedures. Students will gain first hand knowledge as student assistants while working with the varsity sports programs under the direction of the certified athletic trainer. This course does not fulfill the activity requirement.

PED 107 > Swimming and Water Safety**2 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 3 HOURS

This course offers students an opportunity to learn the knowledge and techniques of swimming and water safety. Students will learn how to swim (beginning level), improve their strokes (intermediate level) and refine their techniques to the top performance level (advanced). Students will be expected to improve their skills by one level defined by the American Red Cross (ARC). Personal and community water safety knowledge and techniques will also be introduced. Upon finishing, the students will get the following ARC certificates: Swimming Level, Community Water Safety, First Aid, CPR, and will be qualified to supervise aquatic activities in an educational environment. This is a two-credit course and both credits may be used to complete the PED requirement.

PED 108 > Advanced Lifeguard and Safety**2 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 3 HOURS

This course offers students an opportunity to learn the concepts and the skills of advanced life guarding through intensive training in various aquatic situations. Students are expected to demonstrate a strong swimming ability to pass the entry test. Training is focused on the knowledge and skills of recognition, prevention, and response to an aquatic emergency. The following American Red Cross certificates will be issued to the qualified candidates: Advanced Lifeguard, First Aid, and CPR for the Professional Rescuer. This is a two-credit course and both credits may be used to complete the PED requirement.

PED 109 > Fitness and Conditioning**1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This is an introductory course where the effects and benefits of exercise are explored. Students engage in a wide range of fitness and conditioning activities related to the textbook.

PED 111 > Golf I**1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course introduces the fundamental knowledge and skills to the students who have very limited or no experience playing golf.

PED 112 > Tennis I**1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

A beginning-level course where students are introduced to history, rules, etiquette, basic strokes, singles, and doubles play.

PED 116 > Volleyball**1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An introduction to the beginning volleyball theory and practice. Students will learn the individual skills, team strategies, and rule regulations in this class.

PED 120 > Modern Dance I**1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is designed for the beginning student. The class will explore the concepts of space, time, and energy as it applies to basic modern dance technique. The class will consist of warm-up exercises, followed by center and traveling combinations. The evaluation of a movement sequence for a practical exam combined with a written critique of an area modern dance concert will be included in the class.

PED 121 > **Modern Dance II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

A modern dance class designed for the student with prior modern dance experience. This class will explore more complex steps and movement sequences through classroom study, video, observation, introduction of improvisational work leading to an informal classroom performance of student choreography.

PED 123 > **Bowling I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is for beginner bowlers, those who have never had any bowling instruction, or have only bowled recreation ally and want to learn the basics.

PED 124 > **Skiing I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An introduction to the knowledge and skills needed for safe participation in Alpine skiing/snowboarding. The focus will be placed on fundamentals of skiing/snowboarding and ski-snowboard safety with particular emphasis on acquisition of skills. This course will be taught according to Professional Ski Instructor's Association (PSIA) guidelines and will also include use of equipment, chair lifts, and etiquette.

PED 125 > **Tennis II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is for those who have had some previous instruction in tennis, or those who have completed PED 112, Beginning Tennis. *Prerequisite: PED 112.*

PED 126 > **Racquetball I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course will introduce the fundamentals of racquetball and describe a participant sport for all ability levels. Featuring stroke production, fundamental strategies, and controlled competition, the course will also review the evolution of the game, basic AARA rules and regulations, equipment, and safety techniques.

PED 127 > **Hiking and Orienteering****2 CREDIT HOURS** • LAB: 5 HOURS

There will be instruction and practice in camping, hiking, and backpacking techniques necessary to make outdoor excursions enjoyable. Students have an opportunity to explore parts of the Adirondack wilderness and to develop appreciation of and respect for the outdoors. One overnight TBA.

PED 128 > **Snowshoeing I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course was designed to provide an opportunity for students to take an outdoor winter physical education class and learn the basic skills of snowshoeing.

PED 129 > **Walking for Health****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course offers the opportunity to develop one's own walking fitness program, learn some basic health benefits of walking and develop an appreciation of physical activity as a requirement for lifetime wellness. Walks may originate at other local sites.

PED 133 > **Bowling II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is for those who have had some previous instruction in bowling, or those who have already completed PED 123, Beginning Bowling.

Prerequisite: PED 123.

PED 138 > **Racquetball II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is for those who have had some previous instruction in racquetball, or have completed PED 126, Beginning Racquetball. *Prerequisites: PED 126.*

PED 139 > **Whitewater I****1 CREDIT HOUR** • LECTURE: 1 HOUR

An introduction to the knowledge and skills needed for safe participation in Whitewater Sports, including rafting and kayaking. Students are introduced to Whitewater Paddle Sports through participation in a whitewater rafting trip. The course is designed to emphasize river safety requirements, river environment characteristics, introduction to whitewater navigation and terminology, and necessary equipment.

PED 140 > **Ballet I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

Basic ballet terminology will be explored through barre, center, and traveling combinations. Students will learn the Vaganova (Russian) technique as we explore ballet through class work, video, and review of an area ballet performance.

PED 141 > **Ballet II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

A ballet class designed for the ballet student with prior experience. This class will explore more complex exercises through the study of barre, center and traveling combinations. Focus will be on the study of balance, turns, small and large jumps and the use of mixed tempos and complex spatial patterns. *Prerequisite: PED 140.*

PED 142 > **Cardiokickboxing****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An introduction to the principles of kickboxing for improving cardiovascular and muscular fitness. Students will learn the basic punches and kicks used in kickboxing and combine other sports conditioning to include strength and flexibility exercises for a complete fitness workout. Concepts in physical fitness, nutrition, and wellness will also be covered.

PED 143 > **Yoga I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An introductory course in the basic movements and philosophy of hatha yoga. Students will learn basic asanas, vinyasas, and breathing techniques used in various disciplines of yoga, as a method of improving fitness and overall wellness, including discussions covering basic concepts in physical fitness, wellness, nutrition, and how they affect the body, mind, and spirit.

PED 144 > **Snowboarding I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

A technical skills and knowledge development course for beginner to intermediate snowboarders. This course will focus on the fundamentals of snowboarding and mountain safety with particular emphasis on acquisition and application of skills. The course content is consistent with American Association of Snowboard Instructors (AASI) Movement and Performance Concepts for beginning snowboard instruction and will include use and maintenance of equipment, code of conduct, riding under control, and the combination of body movements to effect snowboard movements.

PED 149 > **Whitewater II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

Designed to increase whitewater skills and awareness of safety and water environments. This course covers essential skills necessary to participate in moving and whitewater sports, including rafting and kayaking. The course content will build upon Introduction to Whitewater Sports to include a continuum of skill development, including skills acquisition for entry-level to intermediate individuals on flat-water to Class II whitewater. Emphasis will be on skills acquisition, safety skills, river running strategies, rescue techniques, and will include on-the-water experience.

Prerequisites: PED 139.

PED 152 > **Challenge Course I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is an introduction to group initiatives and high and low elements on the ACC Challenge Course. This course is designed to introduce students to the foundations of Challenge Course leadership. Emphasis will be placed on fostering personal and group development, teamwork, leadership, communication and problem-solving skills by reaching beyond perceived limitations.

PED 154 > **Snowboarding II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An advanced skills and knowledge development course for intermediate to expert snowboarders, students will be introduced to the foundations of snowboard instruction. This course will expand upon PED 144 and will focus on the technical aspects and tactical concepts of intermediate to advanced snowboarding. The course content will follow the American Association of Snowboard Instructors (AASI) Movement and Performance Concepts guidelines for intermediate to expert snowboard instruction and will include snowboard and body movements, snowboard performance, and demands on the terrain. *Prerequisites: PED 144 or PED 124.*

PED 160 > **Aerobics I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This is a motivational course in which the student is introduced to the principals of a step aerobic exercise class as a method of improving cardiovascular and muscular endurance. Topics discussed include basic concepts in physical fitness, nutrition, and well being.

PED 161 > **Weight Training****2 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 2 HOURS

This course is an integration of theory and practice in weight training. Students will learn how to design an exercise program to develop muscular strength and endurance. Major topics: Principles of training, program design, selections of training techniques, major muscle groups and training, nutrition, and ergogenic aids. Prospective students must have access to a weight training facility. This course is only offered online.

PED 162 > **Challenge Course II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

An introduction to the foundations of adventure based programs on a Challenge Course This course will also prepare students to lead adventure programs on a challenge course. Emphasis will be placed on adventure programming basics, philosophy, and theory including Challenge by Choice, Full Value Contract, Experiential Learning Cycle, guidelines for goal setting, and the adventure group process. Students will be exposed to a wide range of activities, sequencing activities for a variety of audiences, debriefing and processing skills, adventure counseling skills, and assessment tools.
Prerequisites: PED 152.

PED 165 > **Rock Climbing I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is designed for students who want to learn the basics of rock climbing. This course is not recommended for those who have a severe fear of heights or who have not recently been physically active.

PED 166 > **Rock Climbing II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is offered for students who have already completed PED 165 or have had previous instruction on the basics of rock climbing. Topics such as beginning lead climbing, setting anchors; specific knots, red pointing and more will be covered.
Prerequisites: PED 165.

PED 170 > **Tai Chi I****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is focused on the development of mind-body balance through learning the simplified Tai Chi martial art.

PED 171 > **Tai Chi II****1 CREDIT HOUR** • LECTURE: 1 HOUR

Continuation of Tai Chi I available on a TBA basis only.

PED 172 > **Pro Fitness: Trainer Prep.****2 CREDIT HOURS** • LECTURE: 2 HOURS

This course covers the terminology, theory, and practice of progressive fitness training using variable resistance exercise exemplified by Nautilus equipment. Introduces the techniques required in a client-trainer relationship. (28-hours practicum over the course semester at a local fitness club). Does not fulfill activity course requirement.

PED 174 > **Skiing II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

Focus will be placed on fundamentals of skiing and/or snowboarding and mountain safety with particular emphasis on acquisition of intermediate to advanced skills. Skills are taught according to the Professional Ski Instructor's Association (PSIA) guidelines. Regular intermediate instruction will include stopping, parallel turns, skiing/snowboarding under control, moguls, and glades, and equipment use. *Prerequisites: PED 124 or PED 144.*

PED 175 > **Golf II****1 CREDIT HOUR** • LECTURE: 1 HOUR | LAB: 1 HOUR

This course is a continuation of Beginning Golf. Students will gain golf playing skills, strategies, and experience through playing golf games in different formats and courses. *Prerequisite: PED 111.*

PED 176 > **Designs of Living Well****2 CREDIT HOURS** • LECTURE: 2 HOURS

This course is designed for students with an approved medical waiver from other physical education activity courses, or for those who have fulfilled their Physical Education requirement and want a free elective. An introduction to the concepts of personal wellness, along with exploration of factors that influence wellness behaviors and promote the development of positive lifestyle choices.

PED 206 > **Athletic Training II****3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

This course builds on the introductory concepts of athletic training introduced in PED 106. Utilizing the principles of athletic training students will learn to apply skills relative to injury prevention, evaluation, management, and rehabilitation. Students will participate through a variety of practical/clinical healthcare settings, including the athletic training room, physical therapy centers, emergency room, orthopedic office, area high schools (under the direction of a certified athletic trainer) and additional healthcare personnel involved with the physically active individual.
Prerequisite: PED 106 or equivalent.

PED 209 > **Personal Fitness****1 CREDIT HOUR** • LECTURE: 2 HOURS

An advanced and progressive approach to an individual exercise program, based upon an understanding of exercise physiology and needs.

PED 210 > **Philosophy, Principles & Organization of Athletics in Education****3 CREDIT HOURS** • LECTURE: 3 HOURS

The basic philosophy and principles of athletics as integral parts of physical education and general education; state, local, national regulations and recommendations related to athletics; legal considerations, function and organization of leagues and athletic associations in New York; personal standards for and responsibilities of coach as leader; public relations; general safety procedures; general principles on budgets; records, purchases, and facilities. This course does not fulfill activity course requirements. Fulfills requirement for New York State Coaching Certification.

PED 211 > **Health Sciences Applied to Coaching****3 CREDIT HOURS** • LECTURE: 3 HOURS

Selected principles of biology, anatomy, physiology, kinesiology, psychology, sociology related to coaching; human growth and development; safety; first aid and care of injuries; and training and conditioning athletes. This course does not fulfill activity course requirements. Fulfills requirements for New York State Coaching Certification.

PED 212 > **Theory and Techniques of Coaching****2 CREDIT HOURS** • LECTURE: 2 HOURS

A survey of the history, objectives, rules, regulations and recommendations of coaching. Topics include teaching methods, performance skills, technical information (offense, defense, strategy, etc.); organization and management; methods for developing training and conditioning athletes; care and fitting of equipment; safety and officiating. This course does not fulfill activity course requirements. Fulfills requirements for New York State Coaching Certification.

V

VARSITY ATHLETICS**1 CREDIT HOUR** • LECTURE: 1 HOUR (PER COURSE)

The following are not beginning courses. Students registering for these activities should be proficient in the skill. To remain in the course, students will have to qualify for (not necessarily make) the team by making a cut.

Varsity athletics are open to full time students only.

VARSITY ATHLETICS	
PED 230	Men's Varsity Soccer
PED 232	Women's Varsity Tennis
PED 234	Men's Varsity Basketball
PED 235	Women's Varsity Basketball
PED 237	Women's Varsity Volleyball
PED 242	Men's & Women's Varsity Bowling
PED 243	Men's Varsity Tennis
PED 244	Men's Varsity Basketball
PED 245	Women's Varsity Basketball
PED 247	Women's Varsity Softball
PED 248	Men's and Women's Varsity Golf
PED 249	Men's Varsity Baseball

PHY**PHYSICS****PHY 105 > Principles of Space Exploration**
3 CREDIT HOURS • LECTURE: 3 HOURS

A study of manned and unmanned space flight. Topics include a history of the American and International space programs, a survey of the physics of spaceflight, including rocket propulsion and space flight dynamics. This course will explore the modern developments in planetary and space science. Intended for non-science majors and students with an interest in science and technology. This course does not fulfill the laboratory science requirement. Cannot be used toward the major requirement for the Math-Science AS.

PHY 107 > Applied Physics
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey of measurement, kinematics, static's, dynamics, work and energy, momentum, rotational kinematics and dynamics. Non-credit for students with credit in PHY 111-112 or EGR 105-106. Cannot be used toward major requirement for the Math-Science A.S. *Prerequisites:* MAT 108 or MAT 114 or MAT 115 or MAT 117 or MAT 119 or MAT 123 or MAT 124 or MAT 129 or MAT 131 or MAT 132 or MAT 157 or MAT 159 or MAT 220 or MAT 223 or MAT 231 or MAT 232.

PHY 108 > Applied Physics
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

An emphasis on electrostatics, d.c. circuits, instrumentation, magnetism and electromagnetic induction, heat, temperature and thermodynamics. Non-credit for students with credit in PHY 111-112 or EGR 105-106. Cannot be used towards major requirement for Math-Science A.S. *Prerequisites:* MAT 108 or MAT 114 or MAT 115 or MAT 117 or MAT 119 or MAT 123 or MAT 124 or MAT 129 or MAT 131 or MAT 132 or MAT 157 or MAT 159 or MAT 220 or MAT 223 or MAT 231 or MAT 232.

PHY 111 > General Physics I
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

A general non-calculus-based course in physics. Includes measurement, straight line and vector kinematics, dynamics, static's, rotational motion, work and energy, momentum, heat and temperature, simple harmonic motion, wave motion and sound. Non-credit for students with credit for EGR 105-106. *Prerequisites:* MAT 108 or MAT 114 or MAT 115 or MAT 117 or MAT 119 or MAT 123 or MAT 124 or MAT 129 or MAT 131 or MAT 132 or MAT 157 or MAT 159 or MAT 220 or MAT 223 or MAT 231 or MAT 232.

PHY 112 > General Physics II
4 CREDIT HOURS • LECTURE: 3 HOURS | LAB: 3 HOURS

A continuation of Phy 111. Includes light, geometric and physical optics, electrostatics, current electricity, magnetism and electromotive induction, atomic and nuclear physics. Non-credit for students with credit for EGR 105-106. *Prerequisites:* PHY 111.

PSC**POLITICAL SCIENCE****PSC 101 > Introduction to Political Science**
3 CREDIT HOURS • LECTURE: 3 HOURS

A survey of the field of political science. The course will examine each of the major areas of political science including political theory, American government, comparative government, international relations and policy study. Current issues within the field such as environmentalism, feminism, and recent research efforts will also be reviewed. Some attention will be given to research methods.

PSC 102 > State and Local Government
3 CREDIT HOURS • LECTURE: 3 HOURS

A course focusing on the make-up, powers, strengths and weaknesses of these sub-national governments. With over 80,000 governmental units below the national level, much of the governing in the United States occurs unnoticed. The course will make special reference to the governments of New York State and its neighbors as well as the politics of Washington and Warren Counties.

PSC 103 > American National Government
3 CREDIT HOURS • LECTURE: 3 HOURS

A course focusing on the structures, operations and politics of the national government. It examines the role of citizens, the media, interest groups, and political parties in determining how America is governed. The constitutional origins of the government, its relationship with the states, and policy making are also investigated.

PSC 104 > International Relations
3 CREDIT HOURS • LECTURE: 3 HOURS

An introduction to the field of international relations. The course examines the international system, international conflict, diplomacy, and current international issues. The role and impact of international organizations, non-governmental organizations, multinational businesses will be reviewed.

PSC 190 > Public Service Internship

Offered as a 1, 2 or 3 credit option with a special 9 credit option for the Assembly internship.

Participation in practical volunteer experiences in a community service or political organization. These experiences will be integrated with theoretical information on public policy, discussions of societal issues, and vocational direction. Placements have included the Glens Falls Mayor's Office, the New York State Assembly and Senate, local museums, and human service agencies. Weekly seminar meetings will supplement students' practical experiences. This course is open to students who have completed 6 or more credits with a GPA of 2.0 or above.

PSC 215 > American Constitutional Law

3 CREDIT HOURS • LECTURE: 3 HOURS

A study of the constitutional basis for the government of the United States. Some emphasis is placed on the First Amendment rights of speech, press, assembly, and religion.

PSC 250 > Topics in Political Science

3 CREDIT HOURS • LECTURE: 3 HOURS

In-depth analysis of a single major issue in contemporary society from a political science perspective will form the basis of this class. Topics will change with each offering with potential subjects including religion, race and ethnicity, presidential elections, and the changes to American civil liberties since 9/11.

Prerequisites: HIS 103 or HIS 104 or PSC 101 or PSC 102 or PSC 103 or PSC 103 or PSC 215.

PSY**PSYCHOLOGY****PSY 101 > General Psychology**

3 CREDIT HOURS • LECTURE: 3 HOURS

An introduction to the science of psychology through the study of such topics as scientific inquiry, the brain, development, motivation, emotion, consciousness, learning, perception, memory, personality, and abnormality.

PSY 103 > Topics in Psychology

3 CREDIT HOURS • LECTURE: 3 HOURS

An extensive study of selected topics in psychology. Emphasis is on the understanding of psychological terminology with specific topics to be determined by the instructor. *Prerequisite: PSY 101.*

PSY 175 > The Psychology of Substance Abuse & Dependency

3 CREDIT HOURS • LECTURE: 3 HOURS

An Introductory overview of abuse and dependency upon alcohol and other drugs. Physiological, psychological and socio-cultural aspects of abuse and dependency will be examined, with an emphasis on alcohol. Treatment, family issues in dependency and co-occurring disorders will be addressed.

PSY 202 > Child Psychology

3 CREDIT HOURS • LECTURE: 3 HOURS

A survey of human development from birth through adolescence will be studied in terms of physical, perceptual, cognitive, language, social, and personality changes. Investigation of typical development and childhood disorders including diagnosis, treatment, and prognosis. *Prerequisite: PSY 101.*

PSY 203 > Abnormal Psychology

3 CREDIT HOURS • LECTURE: 3 HOURS

An introduction to the origin, definition, diagnosis, and treatment of various behavioral disorders. *Prerequisites: PSY 101.*

PSY 206 > Adolescent Psychology

3 CREDIT HOURS • LECTURE: 3 HOURS

Adolescent development will be studied in terms of biological foundations, cognitive development, self and personality, gender, sexuality, moral development, family, peers, and health. Investigation of adolescent problems and treatment will also be reviewed.

Prerequisite: PSY 101.

PSY 208 > Theories of Personality

3 CREDIT HOURS • LECTURE: 3 HOURS

An examination of major explanations of behavior and personality, including psychoanalytic, psychodynamic, humanistic, and behavioristic. *Prerequisite: PSY 101.*

PSY 210 > Death and Dying

3 CREDIT HOURS • LECTURE: 3 HOURS

Examines death from both philosophical and practical perspectives. Beginning with the meaning of death cross-culturally, death will be considered in a literary, social, and spiritual context. *Prerequisite: PSY 101.*

PSY 211 > Psychology of Loss and Grief

3 CREDIT HOURS • LECTURE: 3 HOURS

A focus on the grieving process, simple and complicated bereavement, and the process of mourning. Using a life-span approach, grieving will be considered as it affects children, adolescents, and adults.

Prerequisite: PSY 210.

PSY 222 > Developmental Psychology**3 CREDIT HOURS • LECTURE: 3 HOURS**

A course where life-span approach will investigate the patterns of human development from conception through senescence, physical, cognitive, and psychosocial changes in relation to major theories and research. *Prerequisite: PSY 101.*

PSY 276 > Family and Chemical Dependency**3 CREDIT HOURS • LECTURE: 3 HOURS**

A family systems approach as an introduction to the alcoholic family. Family dynamics will be explored to gain an understanding of chemical dependency as the central theme around which family life is organized. The transmission of chemical dependency will be studied, focusing on the psychology of the alcoholic family and alcohol's relationship to family and individual development. Meets CASAC approval. *Prerequisite: PSY 101 and PSY 175.*

PSY 278 > Issues in Substance Abuse Counseling**3 CREDIT HOURS • LECTURE: 3 HOURS**

An emphasis on basic methods of the addiction counseling process. The uniqueness of chemically dependent clients, as well as group work, treatment modules, and theories of therapeutic modalities will be explored. Meets CASAC approval. *Prerequisites: PSY 101 and PSY 175.*

PSY 279 > Issues in Chemical Dependency**3 CREDIT HOURS • LECTURE: 3 HOURS**

An overview of the topics relevant to the field of addictions and addictions counseling. An examination of assessment, treatment, and recovery issues associated with chemically dependent clients. Pharmacological issues involved in treatment will also be explored. Meets CASAC approval. *Prerequisite: PSY 278 and Corequisite: PSY 280A.*

PSY 280A > Substance Abuse Service Practicum**3 CREDIT HOURS • LECTURE: 3 HOURS**

A three-credit internship practicum. Open to third-semester students enrolled in the Criminal Justice-Substance Abuse Services degree program. A minimum of 90 hours in a rehabilitation/treatment facility or detention facility working with chemically dependent clients will be required. Competence in interviewing, counseling, and group work is necessary for successful completion. Fall only. Grade will be either "Permission to continue to PSY 280B" or F. *Prerequisites: A minimum of 30 credit hours in the Criminal Justice-Substance Abuse Services degree program, including PSY 278, and at least a 3.0 GPA to register. Corequisite: PSY 279.*

PSY 280B > Substance Abuse Service Practicum**3 CREDIT HOURS • LECTURE: 3 HOURS**

A three-credit internship practicum. Open to fourth-semester students enrolled in the Criminal Justice-Substance Abuse Services degree program. A minimum of 90 hours in a rehabilitation/treatment facility or detention facility working with chemically dependent clients will be required. Competence in interviewing, counseling, and group work is necessary for successful completion. Spring only. Students must receive a grade of B or better to receive credit for this course. The grade of PSY 280B will be applied to both PSY 280A and PSY 280B. *Prerequisites: A minimum of 30 credit hours in the Criminal Justice-Substance Abuse Services degree program, including PSY 279, and at least a 3.0 GPA to register. Successful completion of PSY 280A in the previous semester.*

PSY 284 > Mental Retardation & Developmental Disabilities**3 CREDIT HOURS • LECTURE: 3 HOURS**

An understanding of developmentally disabled persons, their needs and provisions for effective services. A review of the current literature on autism, cerebral palsy, epilepsy, mental retardation, and neurological impairment will be examined. *Prerequisite: PSY 101.*

SCI**SCIENCE**

SCI 110 >

Integrated Science**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

Designed as a multi-disciplinary approach to science education, Integrated Science combines basic elements of biology, chemistry, and physics into a unified curriculum. Starting with concepts of motion, work and energy as a foundation, the course will investigate cell and organismal biology with particular attention paid to applications of the foundation topics. Suitable for students planning a career in childhood education and/or students with an interest in science.

SCI 155 >

Environmental Issues in the Adirondacks**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introductory survey course of environmental concepts and issues, using the Adirondack Park as a case study. Issues will be explored from all sides, including ecological, biological, social, economic, and philosophical. Taught from an interdisciplinary approach and includes chapters from texts, journal and newspaper articles, environmental education curriculum, etc. Identifies issues and controversies surrounding the environment and illustrates why they are issues. Does NOT count as a laboratory science course.

SCI 161 >

Fundamentals of Nutrition**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introductory survey of essential nutrients needed for healthy functioning of the body with emphasis on their sources, functions and utilization. Includes the study of nutritive value of foods and evaluation of dietary intake. Primarily designed for commercial cooking and liberal arts students. Science majors and nursing students should elect Bio 114. Does NOT count as a laboratory science course.

SCI 210 >

Forensic Science**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A comprehensive analysis of work in a crime laboratory, including theory and methods. Includes firearms identification, examination of questioned documents, criminal analysis and instructional analysis. Laboratory topics will range from traditional fingerprinting and blood samples to leading edge topics like DNA "fingerprinting" and toxicology. Open to police science majors only. Recommended for the second semester or later.

SOC**SOCIOLOGY**

SOC 101 >

Principles of Sociology**3 CREDIT HOURS** • LECTURE: 3 HOURS

An introduction to primary concepts, terminology, and methods of investigation employed in analysis of social institutions. Processes leading to social stratification, analysis of various types of groups and their interrelationships, social class and social change, ethnic groups, problems of population growth, and development of human resources.

SOC 103 >

Fields Sociology**3 CREDIT HOURS** • LECTURE: 3 HOURS

An extensive study of selected topics in sociology. Emphasis on understanding sociological terminology with specific topics to be determined by the instructor. *Prerequisite: SOC 101.*

SOC 202 >

The Family**3 CREDIT HOURS** • LECTURE: 3 HOURS

A survey of the role of family as basic to social structure. Characteristics of courtship and family life in a variety of cultures. Emphasis is on unique characteristics of American courtship, marriage and family life, and influences of technological change and social mobility upon them. *Prerequisites: SOC 101 or ANT 101.*

SOC 211 >

Criminology**3 CREDIT HOURS** • LECTURE: 3 HOURS

A survey of various schools of thought in criminology with an emphasis on theories and studies relating to causation of delinquency and crime. Analysis of methods used in prevention and control of delinquency and crime. *Prerequisite: SOC 101.*

SOC 215 >

Introduction to Social & Human Services**3 CREDIT HOURS** • LECTURE: 3 HOURS

An overview of the functions of human service agencies in society. Topics include historical and theoretical perspectives of social and human services, the structure and diversity of programs, and the roles, values and skills of the worker, with an emphasis on communication skills. Recommended second year students.

SOC 261 >

Social Psychology**3 CREDIT HOURS** • LECTURE: 3 HOURS

An examination of the relationship between individuals and groups. Consideration given to the influence of culture and institutions on human personality, nature and types of leadership, and social attitudes, psychology of mass movements, and social decisions. *Prerequisites: SOC 101 and PSY 101.*

SOC 274 > Probation and Parole**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the history, development, administration structure, techniques, procedures, regulations and laws relating to probation and parole with particular emphasis upon such aspects as they relate to New York State. *Prerequisite: CRJ 101.*

SOC 275 > Drugs, Crime and Treatment**3 CREDIT HOURS • LECTURE: 3 HOURS**

An emphasis on the various forms of treatment modalities and the relationship between substance abuse, crime, and various social casework treatments. Psychoanalytical relationships, group counseling, transactional analysis, etc. will be explored and their relevancy in the correctional system will be discussed. Case studies will be utilized to highlight and evaluate the effect of correctional programming on the success or failure of the total system. *Prerequisite: CRJ 101.*

SOC 278 > Juvenile Crime and Delinquency**3 CREDIT HOURS • LECTURE: 3 HOURS**

A survey of the significance of juvenile crime and delinquency as a problem of modern society, and its cause, methods of treatment, and prevention. *Prerequisite: SOC 101.*

SPA**SPANISH****SPA 101 > Elementary Spanish I****3 CREDIT HOURS • LECTURE: 3 HOURS**

Designed for students who have no experience in Spanish. The fundamental aspects of communicating in Spanish will be introduced through grammar analysis, vocabulary, active listening activities, writing, basic everyday communication. Exposure to the history, the Latino experience in the United States, geography, and current events will allow the student to develop a basic knowledge of the culture. Not open to students with two or more years of secondary Spanish except by permission of instructor.

SPA 102 > Elementary Spanish II**3 CREDIT HOURS • LECTURE: 3 HOURS**

A continuation of Elementary Spanish I. Designed for students who have some experience in the Spanish language. Not open to students with two or more years of secondary Spanish and have obtained Regent credits (85%) or the equivalent. *Prerequisite: SPA 101.*

SPA 117 > Elementary Spanish Conversation**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course is centered on the oral proficiency needed for basic everyday situations. Much emphasis is on the development of listening skills, posing and answering questions, a broad understanding of vocabulary, and mastery of basic grammar. We will explore the importance of family, education, food, leisure activities, medical conditions, and traveling. This course is for students with less than two years of experience in the language. This course is intended as a stand alone course or to be taken concurrently with SPA 101 or SPA 102. Not open to students with credit for SPA 201 or above, or with three or more years of high school Spanish except by permission of the instructor.

SPA 201 > Intermediate Spanish I**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course is intended as a comprehensive review of the principles of grammar, vocabulary and the history that has shaped the identity and culture of Latin America and Spain. Introduction to literary classics, modern writers, and modern films. Emphasis is on nurturing communicative expression through class discussions, student-based presentations and group work.

Prerequisites: Three years of high school Spanish and students who have obtained Regent credits (85%) or the equivalent or SPA 102.

SPA 202 > Intermediate Spanish II**3 CREDIT HOURS • LECTURE: 3 HOURS**

As continuation of SPA 201, this course allows the student to work on refining their communicative skills and cultural knowledge. Emphasis is on the mastery of conceptual uses in grammar, such as the indicative vs. subjunctive mood and a wider vocabulary to speak about current events in media workplace.

Prerequisite: SPA 201.

SPA 206 > Conversational Spanish II**3 CREDIT HOURS • LECTURE: 3 HOURS**

This course will focus on responding to news, literature, and movies as a platform for debates and/or student-based presentations. Exposure to differences in current dialects, expansion of vocabulary, and review of grammar will be integrated in each lesson.

Prerequisites: Regents Examination grade of 85% or above and/or the equivalent or SPA 201.

SPA 210 > **Exploration for Spanish Teaching**
3 CREDIT HOURS ▪ LECTURE: 2 HOURS | LAB: 2 HOURS
 This is a course designed for students who want to explore teaching Spanish at the primary levels. Students will develop lesson plans, student learning outcomes, warm up activities, explore current and past pedagogical approaches in teaching Foreign Language and become familiar with current state certification procedures and national certification. This class has mandatory field experience with area schools and a portfolio performance piece. A field placement with a minimal teaching time of 7 weeks is required. Although this course will not fulfill Foreign Language requirements, it is meant to give experience to intermediate level students interested in applying their skills in education. *Prerequisite: SPA 201 or the equivalent and/or permission from the instructor.*

SPA 211 > **Topics in Spanish Literature**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A four-semester series covering main themes in the literature of Latin America and Spain that are conducted in Spanish with emphasis on spoken and written communication. Courses will be offered on a rotational basis. Open to students with three or more years of high school Spanish. Do not have to be taken in order.

SPA 212 > **Topics in Spanish Literature**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A four-semester series covering main themes in the literature of Latin America and Spain that are conducted in Spanish with emphasis on spoken and written communication. Courses will be offered on a rotational basis. Open to students with three or more years of high school Spanish. Do not have to be taken in order.

SPA 213 > **Topics in Spanish Literature**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A four-semester series covering main themes in the literature of Latin America and Spain that are conducted in Spanish with emphasis on spoken and written communication. Courses will be offered on a rotational basis. Open to students with three or more years of high school Spanish. Do not have to be taken in order.

SPA 214 > **Latin American History and Culture**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 Use of the Spanish language to improve linguistic expression and cultural understanding through the events and people that shaped Latin America from the colonial period to independence. Discussion of the material will be Spanish; intermediate fluency in the language is necessary for participation. *Prerequisite: SPA 201, or 4 years of High School Spanish, or permission of instructor.*

SPH

SPEECH

SPH 111 > **Speech**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A study and practice of effective public speaking.

SPH 114 > **Voice and Diction**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 A study of the basic techniques of vocal production and delivery with emphasis on the individual speaking voice.

TEC

TECHNOLOGY

TEC 103 > **Electrical Technology Fundamentals**
3 CREDIT HOURS ▪ LECTURE: 3 HOURS
 An electrical technology foundation course that emphasizes electrical and lab safety, electrical estimating and blueprint reading, electrical computations, the National Electric Code, and troubleshooting techniques.

TEC 107 > **Engineering Graphics I**
4 CREDIT HOURS ▪ LECTURE: 2 HOURS | LAB: 4 HOURS
 An introduction to the use of graphics in engineering design and construction. Emphasis is on learning to visualize shapes in space in two and three dimensions, and to communicate by expressing ideas graphically. Principles of orthographic projection, sectional views, and pictorial drawings are fully developed and practiced. AutoCad will be integrated as the drawing instrument. *Corequisite: CIS 111 or CIS 125.*

TEC 108 > **Engineering Graphics II**
4 CREDIT HOURS ▪ LECTURE: 2 HOURS | LAB: 4 HOURS
 A continuation of TEC 107, covering auxiliary views, the principles of applications and developed surfaces, an introduction to the basic elements of machine design such as threads, gears, cams, and design fundamentals, and an overview of various types of design and construction drawings commonly used in engineering practice. AutoCad will be integrated as the drawing instrument. *Prerequisite: TEC 107.*

TEC 109 > **Architectural Planning and Design I**
3 CREDIT HOURS ▪ LECTURE: 1 HOUR | LAB: 5 HOURS
 An architectural drawing course with an emphasis on residential design and drafting techniques. Technical and presentation drawings will be studied. *Prerequisite: TEC 107.*

TEC 110 > Architectural Planning & Design II**3 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 5 HOURS

An architectural drawing course with an emphasis on commercial design and drafting techniques. Technical and presentation drawings will be studied.

Prerequisite: TEC 109.

TEC 119 > Electricity I**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A survey of basic principles including electron theory, conductors, power and work, DC series-parallel network analysis, and techniques of analysis.

Co/Prerequisite: TEC 103.

TEC 120 > Electricity II**4 CREDIT HOURS** • LECTURE: 3 HOURS | LAB: 3 HOURS

A continuation of TEC 119 with a study of AC and effects of currents on circuits with resistance, capacitance, and inductance. Use of vectors in the solution of series and parallel AC circuits. *Prerequisite:* TEC 119 with a Grade of C or better.

TEC 178 > Technology Internship**1 CREDIT HOUR** • OTHER: 1 HOUR

Internship in occupational-technical learning situations outside the formal classroom. The student is placed in a work-learning situation related to his or her training and career goals. Number of credits are determined based on the terms of internship. For Mechanical Technology, Electrical Technology, and Drafting only. *Prerequisite:* The student must have satisfactorily completed all required first-semester certificate program course work prior to enrolling in this course. Field Work: 60 hrs., 90 hrs., 120 hrs. Certificate students limited to 1 credit hour.

TEC 190 > CAM Programming**4 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 4 HOURS

Introduction to NC & CNC Machine tools and programming. Standard machine codes and Cartesian coordinate format. Develop manual and computer assisted programs for Machining Centers (Vertical Milling) utilizing Mastercam and CNCez software programs. *Prerequisite:* TEC 107.

TEC 213 > Technical Drawing I**3 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 5 HOURS

A study of technical applications of geometric dimensioning, assembly drawings, shop processes, drive systems, welding, surface developments, jig and fixture design, and electrical drawing.

Prerequisites: TEC 169 or TEC 107.

TEC 214 > Technical Drawing II**3 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 5 HOURS

A study and development of structural steel design and shop drawings; process piping flow diagrams, spool sheets, and P&ID; and topographical drawings.

Prerequisites: TEC 107 and TEC 108.

TEC 215 > Construction Management**3 CREDIT HOURS** • LECTURE: 3 HOURS

A broad study of the construction industry and its various elements. Functions of the owner, architect, and builder in the evolution of a construction project are analyzed. Emphasis on the various activities involved in effective project management, including economic considerations, scheduling, building codes, and other government regulations. *Prerequisites:* MAT 097 with a Grade of S or better.

TEC 220 > Advanced CAD Operations**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 2 HOURS

A course designed to assist the students in maximizing their productivity in various CAD operations. The course will stress advanced drawing techniques, 3-D, customization, and system operation of AutoCAD and Solidworks. *Prerequisite:* TEC 108.

TEC 223 > Motors and Controls**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

A study of construction and characteristics of DC and AC motors and the various methods used for starting and stopping electric motors. Motor control relay ladder logic circuits are also covered as well as basics of adjustable speed drives. *Prerequisite:* TEC 120.

TEC 236 > Rotational Machinery**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 3 HOURS

An examination of motors, generators, and transformers as used in industrial practices. DC motors and generators will be studied as to both internal and external characteristics. Selections and installation will be discussed. Polyphase and single-phase induction motors will be examined for current and torque characteristics. Starting methods, characteristics, and use of synchronous motors, special motors, such as stepper, pulse and dual phase motors will be covered.

Co/Prerequisites: TEC 120.

TEC 241 > Industrial Electronics**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A study of the theory and application of semi-conductor technology in modern industry. Covers electronic devices used in process measurement and control with emphasis on various types of sensors and transducers. Devices such as thermocouples, RTDs load cells, ultrasonic sensors, and transducers such as I/P, P/I, DP cells will be covered. *Prerequisite: TEC 120.*

TEC 250 > Automation and Controls I**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

An introduction to programmable logic controllers (PLCs) covering history, hardware, software, installation, and programming functions. *Prerequisite: TEC 120.*

TEC 251 > Automation and Controls II**3 CREDIT HOURS** ▪ LECTURE: 2 HOURS | LAB: 3 HOURS

A continuation of Tec 250 with an emphasis on more advanced programming instructions, application, and troubleshooting techniques with PLCs. This course will also introduce the student to P&ID loops, programmable level control systems, photo-electric control, process measurement, and flow monitoring and an overview of distributed control systems (DCS). *Prerequisite: TEC 250.*

THR**THEATER****THR 101 > Introduction to Theater****3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

This course develops an understanding of the production team that makes theater work. Studies the roles of playwright, director, producer, actor, designer, and audience. A brief overview of important milestones in theater development are studied to compliment this understanding through traditional reading assignments, critical and analytical research, discussions, attendance at two live theatre performances, and the examination of play scripts.

THR 102 > Rehearsal and Performance**1 CREDIT HOUR** ▪ LAB: 3 HOURS

Students participate as actors or technical crew in mounting a main stage production, which can be a full-length play, one-act play, or dramatic readings. May be repeated for credit.

THR 105 > Acting I**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

A study of basic acting techniques, including concentration, focus, relaxation, sensory perception, nonverbal communication, mime, character development, and improvisation. All work culminates in a rehearsed scene study. Appropriate for beginners or those who want to review skills.

THR 106 > Scene Study**3 CREDIT HOURS** ▪ LECTURE: 3 HOURS

A study of advanced acting techniques. Emphasis on character and script analysis, and scene study. Students work at their own level. Appropriate for those with some actor training or advanced acting students. May be repeated for credit. *Prerequisite: THR 105 or permission of instructor.*

THR 107 > Touring Theater**3 CREDIT HOURS** ▪ OTHER: 9 HOURS

A course designed to develop an original script for children, to rehearse and then to take this production on tour to area elementary schools. Students experience first-hand all elements necessary to mount a touring production. Emphasis is on theater for children. May be repeated for credit.

THR 190 > Actor Intensive Training Works**3 CREDIT HOURS** ▪ LECTURE: 1 HOUR | LAB: 9 HOURS

An integrated and extensive study of the art of acting, this summer intensive course is designed to bring together specific training tools for developing the actor. These include basic acting techniques, improvisation, script analysis and scene study work, voice and speech production, working on song interpretation for musical theatre, physical acting, movement training, and audition development and practice. Held at The Theatre Company at Hubbard Hall, Cambridge, NY, the teaching staff will be a range of instructors who specialize in specific areas of training. Enrollment limited and by audition. Four weeks, five days/week training.

THR 210 > Theater Seminar**3 CREDIT HOURS** • LECTURE: 3 HOURS

Specialized topics and projects in theater arts. May be repeated once for credit. The following are the type of offerings available: I. BEGINNING DIRECTING: Students learn through analysis and practical experience how stage directors develop a point of view and director's notebook for each production. Class projects culminate in the preparation and directing of a one-act play. II. PLAYWRITING: Students work on a variety of writing projects from the monologue to a one-act play. A group writing project is also developed. The semester's work culminates in staged, public readings of selected works. III. EXPERIMENTAL PLAY PRODUCTION: Students study various techniques of twentieth century playwrights, directors, and actors. Students then work on their own play creation while directing or acting in other student works. Students gain experience in all three facets of theater production.

THR 220 > Teaching Drama in the Elementary Classroom**3 CREDIT HOURS** • LECTURE: 3 HOURS

A workshop class in the principles and processes of informal drama with young people. Lays the foundation needed to teach young people how to create and enjoy drama and its related arts - music, movement, visual art, literature. Life skills and drama skills covered include concentration, imaginative problem solving, critical thinking, questioning techniques, improvised role-playing, story dramatization, and the principles of dramatic action and the use of drama/arts techniques across the curriculum. Multiple Intelligences explored.

VET**VETERINARY SCIENCE TECHNOLOGY***A program in conjunction with SUNY Canton.*

A \$105.00 surcharge will be assessed to each VET course to help defray the expenses incurred for guest lecturers and facilities rental.

VET 101 > Introduction to Veterinary Science I**2 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 2 HOURS

An orientation and survey course, basic practices, including ethical principles, responsibilities and duties underlying the field of Veterinary Science Technology (Vet Tech). Varied career opportunities open to licensed veterinary technicians, animal breed identification, surgical instrument identification, drug math and a variety of hands-on skills in animal therapeutic nursing are stressed. Designed to provide experience with laboratory animals, companion animals and animals commonly associated with agriculture. *Pre/Corequisite: BIO 111 and CHM 111.*

VET 103 > Introduction to Animal Agriculture**2 CREDIT HOURS** • LECTURE: 2 HOURS

An introduction to the use of animals in agriculture activities. Beef cattle, dairy cattle, horses, sheep, swine, goats and other animals will be discussed. Provides the student with insight as to the function and needs of the animal owner/producer. Common production schemes, terminology, and animal breeds will be addressed.

VET 112 > Veterinary Clinical Pathology**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 2 HOURS

An introduction to Veterinary Clinical Pathology as it relates to normal and abnormal physiology of animal species. Emphasis is on techniques and sample handling rather than diagnosis. Includes instruction in general laboratory equipment, use and function of spectrophotometer, the proper preparation of biological samples, basic diagnostic techniques that include complete blood count, urinalysis, and examination of feces for internal parasites. *Prerequisite: VET 101.*

VET 114 > Animal Anatomy & Physiology**3 CREDIT HOURS** • LECTURE: 2 HOURS | LAB: 2 HOURS

An introduction to the fundamental understanding of mammalian animal structure and function. Emphasis is placed on the practical aspects of anatomy and physiology of different species. Discussion will include tissues, organs, and body systems of animals. *Prerequisite: VET 101.*

VET 115 > Introduction to Veterinary Science Technology II**2 CREDIT HOURS** • LECTURE: 1 HOUR | LAB: 2 HOURS

A review of handling and restraint techniques on dogs, cats, horses, cows, goats, sheep, pigs, laboratory animal species, birds, and selected exotic species. Nursing techniques, including diagnostic sampling, wound care and management, and injection techniques will be demonstrated to students. Opportunities for hands-on experience will be emphasized. Client education skills will be developed. *Prerequisite: VET 101.*

continuing education

MISSION

SUNY Adirondack Continuing Education is committed to providing a comprehensive variety of high quality programs that reflect the lifelong learning interests of our local population. These non-credit courses, workshops, teleconferences, and seminars are intended to provide opportunities for personal enrichment, skills enhancement, and professional development to the public sector, private industry, and the community at large.

OVERVIEW

Continuing Education is committed to fostering the type of environment in which students can enjoy their learning experiences and strives to offer high quality programs presented by qualified, experienced instructors. Supporting this commitment is a professional staff dedicated to providing whatever assistance is necessary, keeping in mind the broad and varying backgrounds which contribute to the uniqueness of each student.

Community Connections

Continuing Education professionals meet on a regular basis with various community groups including the Workforce Investment Board, the One-Stop Career Centers of Warren, Washington and Saratoga counties, local chambers of commerce, BOCES, and the Interagency Council. This kind of outreach enables Continuing Education to stay abreast of what's happening both in the business community and the community at large. These connections are the driving force behind its programming activities.

Program Areas

SUNY Adirondack Continuing Education is divided into two program areas devoted to the types of lifelong learning needs of its varied and different constituencies. The purpose of these program areas – workforce/professional development and community outreach, is to provide the educational opportunities that people need in order to continue to grow and thrive in both their professional and personal lives.

In an effort to accommodate individuals who are unable to attend non-credit courses on campus, Continuing Education also offers online programs as a flexible option to training. Contact Continuing Education by phone at 518/743-2238 or log on to www.sunyacc.edu/ContinuingEd.

WORKFORCE/PROFESSIONAL DEVELOPMENT PROGRAMMING

Continuing Education strives to be the business community's "trainer of choice." In addition to offering customized training programs, every semester many workforce and professional development open enrollment programs in such areas as leadership, OSHA training, electrical theory, food safety, and many others are offered. Each semester these programs are selected based on the ongoing interaction the Continuing Education staff has with the business and professional communities. Grants are sometimes available to help offset the cost of training.

Customized Training Solutions

SUNY Adirondack Continuing Education designs and customizes programs for companies to help them meet their specific training needs. When Continuing Education works with a company to customize a program, it becomes part of the company's team, dedicated to working together with the company to create an effective training solution. These solutions are as unique as the companies and employees who need the training.

Customized training can take many formats from one-on-one training to classroom-style learning, on-site, or at the college's locations in Queensbury and Wilton, during the day or in the evening. It's this flexibility that enables SUNY Adirondack Continuing Education to respond quickly to the training needs of the business community.

Paper companies, hospitals and healthcare organizations, medical device manufacturers, insurance companies, law firms and accounting firms, are just some of the industry segments for whom Continuing Education has developed customized training.

Collaborative Workforce Training Initiative

SUNY Adirondack Continuing Education's ability to accommodate a wide variety of training needs and its numerous connections within the business community, informed its decision recently to introduce its Collaborative Workforce Training Initiative (CWTI). This initiative has been designed to help business people get the training they need by joining with others who have similar needs.

The collaborative process begins when an individual whose company participates in the CWTI calls Continuing Education to identify his or her training need, or the training needs of other employees. Once that training need is identified, Continuing Education sends a brief email out to those individuals/companies who have asked to be included in the initiative to see if similar needs exist. Those with similar training requirements respond to the email and the list of interested individuals grows. Continuing Education then coordinates the training and provides course details to those interested. As a result, a group of individuals with similar training needs are able to meet those needs more quickly than they would have individually because Continuing Education facilitated the collaborative process.

Certificate Programs

In many business environments today, industry certification is a hiring prerequisite. Certificate programs identify an individual as having a specific set of skills along with a desire and commitment to excel in a particular field. SUNY Adirondack Continuing Education recognizes the importance of certificate programs and offers several to meet the needs of a variety of industry segments. These programs include Microsoft Certified Application Specialist, CompTIA A+ and Network+, ServSafe Food Safety Certification, Certified Alcohol and Substance Abuse Counseling, Medical Transcription, and others.

Computer Training

The business community continues to look to Continuing Education for computer training for their employees. That's why it offers a variety of open enrollment programs. Continuing Education offers Mac training in a state-of-the-art Mac lab as well as training on PCs.

Computer classes can also be tailored to meet a company's particular training needs which makes the training both very efficient and practical.

COMMUNITY OUTREACH PROGRAMMING

It's not unusual for people who take Community Outreach programs to become repeat students who take advantage of the lifelong learning opportunities SUNY Adirondack Continuing Education provides on a continuing basis.

Various community groups as well as educational and civic organizations are consulted to ensure that a wide selection of courses is offered that reflect the needs and desires of our very diverse community. These programs are designed for adults who want to learn a new hobby, enrich their personal lives, or just have fun. A sampling of these programs includes courses focusing on fitness, finance, holistic healthcare options, and hobbies.

Summer Enrichment Program for Children

For more than 25 years each summer for three weeks in July, the SUNY Adirondack campus comes alive in a very unique way. Hundreds of children who have completed grades three through nine come to SUNY Adirondack for a program designed to supplement their traditional classroom education and provide them with a fun-filled educational experience. During our Summer Enrichment program, these youngsters expand their minds in a variety of different ways and the courses offered give them opportunities to explore new subject matter, learn new hobbies, or express and enrich their creative and artistic abilities. As the years go by many former Summer Enrichment students return to SUNY Adirondack to pursue their degrees and take advantage of our non-credit program opportunities.

Motorcycle Training

Continuing Education partners with Adirondacks and Beyond Motorcycle Safety, LLC to conduct the BasicRider Course motorcycle safety program as well as several more advanced motorcycle courses each spring, summer, and fall. Hundreds of riders participate in this program each year.

Senior Lecture Series

Each semester Continuing Education offers a very popular daytime program called the Senior Lecture Series. Over a period of four weeks, various lecturers share their expertise with the Lecture Series audience. The list of topics is too lengthy to include, however some examples are: historical events, music, forensics, art, and archaeology. Presenters are carefully selected and only those who are experts in their fields are asked to present. They include SUNY Adirondack faculty members as well as community members. There are two lectures each morning, followed by lunch, and one afternoon lecture. The series consistently sells out with approximately 140 individuals attending each session.

Special Projects

SUNY Adirondack Continuing Education also works on a number of special projects. These programs serve a variety of groups within the community through teleconferences, conferences, and seminars. All of the projects are distinctive in that they involve partnerships and collaborative efforts with one or more community and/or state entities. Examples include the Youth Leadership Summit presented by the Warren and Washington County Youth Bureaus and the Aging Well Forum sponsored by the Glens Falls Home, Inc.

DEVELOPMENT OF NEW COURSES

Short duration, non-credit programs are cooperative efforts between SUNY Adirondack Continuing Education and business and industry, community agencies, area professionals, and the community at large. In an effort to respond to the interests and needs of the community on an ongoing basis, Continuing Education is always looking for new course ideas and welcomes suggestions. Individuals interested in teaching non-credit courses are encouraged to call 518/743-2238 to request a course proposal form.

REGISTRATION INFORMATION AND REFUND POLICY

Registration for courses is ongoing and can be done by phone (using Visa, MasterCard, or Discover), by mail, or in person. With some exceptions, seniors 60 years and older may take advantage of our Senior Audit Policy on a space available basis.

Reasonable accommodations for equal access by persons with disabilities should be requested at the time of registration.

Tuition and fees for courses are 100 percent refundable up to two full business days (must be at least 48 hours) prior to the start of the course unless otherwise noted. Once the 48-hour deadline has passed, no refunds are given. Refund requests must be made during regular business hours (8:00am-4:00pm, Monday through Friday).

ADDITIONAL PROGRAMMING

Complementing the program offerings of SUNY Adirondack Continuing Education are the programs offered by the Adventure Sports Center and the Workforce Development Institute College Program/Real Jobs, NY.

Adventure Sports Center

The Adventure Sports Center at SUNY Adirondack was established in the summer of 2005 and serves as a college and community resource for recreational, civic, and student groups, as well as organizations, professional teams, outdoor industry professionals, and adventure sports enthusiasts. The mission of the Adventure Sports Center is to be a leader in the development of the regional adventure recreation industry by providing continuing education, professional development and leadership training opportunities. The Adventure Sports Center seeks to advance the College's mission by delivering "affordable, high-quality credit-free classes that support lifelong learning and workforce development opportunities" and is "committed to the support and advancement of community economic development, and is an active participant in enhancing the intellectual, social, and cultural life of the community." Through SUNY Adirondack Continuing Education, the Adventure Sports Center develops a comprehensive and diverse assortment of contract and open enrollment courses to enhance the skills of outdoor enthusiasts and professionals.

Continuing Education for the Outdoor Professional and Enthusiast

Personal and professional development course offerings available seasonally through the SUNY Adirondack Adventure Sports Center include:

- > Challenge Course
- > Experiential Leadership, Team Building and Group Development
- > Indoor Climbing Wall
- > Outdoor Skill Development
- > Paddle Sports
- > Rock Climbing
- > Snow Sports
- > Swift Water Rescue
- > Rescue Wilderness First Responder

Experiential Leadership, Team Building and Group Development

The Adventure Sports Center provides leadership, team building and group development activities directed at groups from the corporate and business communities as well as youth and community non-profit groups. A comprehensive and diverse assortment of “adventure” activities allows participants the opportunity to enhance their leadership and teamwork skills through experiential-based learning. The Adventure Sports Center can tailor a half-day workshop or full-day retreat custom designed to enhance the skills level of your staff or students. Utilizing SUNY Adirondack’s Challenge Course, our certified instructors will combine a series of challenging activities geared to everyone’s ability level and designed to develop leadership skills and promote team development. The College’s array of facilities, lecture halls, conference rooms and food service make SUNY Adirondack an ideal and affordable venue for retreats away from the interruptions of the work environment.

For more information about the Adventure Sports Center, please visit <http://adventuresports.sunyacc.edu>; call Rick Dawson, Director of Adventure Sports at 743-2250 or email: dawsonr@sunyacc.edu.

**WORKFORCE DEVELOPMENT INSTITUTE COLLEGE PROGRAM/
REAL JOBS NY (WDI)**

The Workforce Development Institute College Program/Real Jobs NY (WDI) recognizes and supports the importance of assisting individuals with the appropriate training and skills that are necessary in seeking, placing and maintaining employment for individuals with disabilities.

The Community College Program assists TANF eligible individuals with disabilities and barriers to employment and the Real Jobs NY Program assists individuals with documented mental health barriers to employment.

The programs collaborate with community colleges, public training programs, local departments of social services and other community-based vocational services to identify eligible candidates and provide them with specialized education and training, and to offer them on- going supportive services once they are employed.

For more information about the Workforce Development Institute College Program or the Real Jobs NY Program, please contact Alice Huntington, Coordinator of the WDI College Program/Real Jobs NY at (518) 832-7704 or email: huntingtona@sunyacc.edu.



WHO'S WHO



BOARD OF TRUSTEES

	End of Term*
Chair: R. Harry Booth, Washington County	2013
Vice Chairman: Mark Bulmer, Warren County	2010
Treasurer: Paul Gruber, Washington County	2011
Secretary: Alan Redeker, Warren County	2015
Student Trustee: Nathaniel Vincek	2010
Dr. Robert Judge, Washington County	2014
John F. Strough, III, Warren County	2014
Dr. Patricia Pietropaolo, Warren County	2010
John Morabito, Warren County	2011
Ray McKinney, Washington County	2012

**Expiring terms subject to re-appointment*

TRUSTEES EMERITI

H. Hudson Barton	1960-1971
John Bishop (Deceased)	1992-1998
Leslie Bristol	1971-1987
John J. Castle	1970-1983
Robert Clark	1979-1995
Catherine Crank	1993-2002
Barbara DeSantis	1982-1996
Jack Irion (Deceased)	1994-2003
Joan Kubricky	1991-2000
Rich Norman	1993-2007
William Potvin	1984-1998
Joseph L. Randles	1970-1988
Merritt E. Scoville (Deceased)	1960-1992
Robert Van Dyke	1983-1989
William Walsh	1996-1999

Sponsoring Counties

Warren County Fred Monroe, Chairman, Board of Supervisors
 Washington County John A. Rymph, Chair, Board of Supervisors

Presidents Emeriti

Dr. Charles R. Eisenhower, Founding President (Deceased) 1961-1978
 Dr. Gordon C. Blank 1978-1988

ADMINISTRATION

President	Dr. Ronald C. Heacock
Vice President for Academic and Student Affairs	Dr. Paul Mazur
Vice President for Administrative Services	William F. Long, III
Vice President for Institutional Advancement	Joseph Cutshall-King
Dean for Special Academic Services	Diane Dalto
Dean for Student Affairs	Brian Durant
Chief Financial Officer	Kevin B. Rielly
Director of Accessibility Services	Sara McKay
Director of Advisement and Career Services	Timothy B. Lahey
Director of Adventure Sports Program	Richard Dawson
Director of Business Affairs	Ann Marie Somma
Director of Educational Technology	Roseann Anzalone
Director of Enrollment Management	Sarah Jane Linehan
Director of Facilities	Anthony Palangi
Director of Financial Aid	Maureen Reilly
Director of Grants	Karen Stites
Director of Human Resources	Marjorie Kelly
Director of Information Technology Services	Susan A. Trumpick
Director of Marketing and Community Relations	Mark Parfitt
Director of Planning/Research/Evaluation	David Smith
Director of Registration and Records (Registrar)	Sarah Levin
Director of SUNY Adirondack Center for Personal & Professional Development	Patricia Carte
Director of the Wilton Center	Michael Prutsman
Associate Administrator of ACC Foundation	vacant
Assistant Director of Educational Technology	Cynthia Stoner
Assistant Director of Enrollment Management	Shaughn Clancy
Assistant Director of Financial Aid	Jessica Dixon
Assistant Registrar	Melissa Cooper
Coordinator Distance Learning	Paul McLean
Coordinator of Media Relations	Robert Myers
Coordinator of Student Life	Heather Charpentier
Coordinator of Workforce/Professional Development	Leza Wood
Bursar	Nancy Palangi
Financial Aid Assistant	Jade Leighty
Learning Specialist	vacant
Network Manager	Bryan Goodwin
Payroll Manager/Analyst	Theresa Shaw
Programmer/Analyst	Brandy Tennyson
Programmer/Analyst	Kevin Crider
Research Assistant	Alyson Chapman
Upward Bound Coordinator/Counselor	Kate O'Sick
Upward Bound Assistant Coordinator	Steve Trevlakis
Upward Bound Events Coordinator	Joanne Armstrong
Web Developer	Scott Brewer
WDI Coordinator College Program/Real Jobs NY	Alice Huntington
WDI RJNY Vocational Counselor	Debra Woods
WDI College Program Vocational Counselor	David Molok

Full-Time Faculty & Staff

Ahern, Holly (1994)

Associate Professor of Microbiology
MS, BS, SUNY Albany;
2000 President's Award for Excellence in Teaching
2004 Chancellor's Award for Excellence in Scholarship
and Creative Activity

Albert, Laura (2003)

Assistant Professor of English
MA, Rutgers University;
BA, Indiana University of Pennsylvania

Andrukiewicz, Stephen (1968)

Professor of Sociology
EdD, MS, BA, University of Mississippi

Ankeny, Kevin (1998)

Associate Professor of Radio/TV Broadcasting
MFA, National University; MS, Clarion University;
BA, Point Park College; 2009 Chancellor's Award for
Excellence in Teaching

Anzalone, Roseann (1994)

Director of Educational Technology
MAIS, SUNY Plattsburgh; BS, SUNY Binghamton
2007 President's Award for Excellence in Professional
Service

Armstrong, Joanne (2006)

Upward Bound Events Coordinator
BA, Ithaca College

Arnold, Jane (2005)

Associate Professor of English/Reading Specialist
Certification to Teach Specific Reading Disability
Techniques, Massachusetts General Hospital
MTS Harvard Divinity School;
ALB, Harvard University Extension School

Atkins, Chandler W. (1979)

Distinguished Professor of Business
PhD, Alliant International University;
MBA, BA, Babson College

Bailey, Charles E. (1972)

Distinguished Professor of History
PhD, University of Virginia;
MA, Roosevelt University;
MA, BA, Bob Jones University;
1995 Chancellor's Award for Excellence in Teaching

Bargiel, Diane (2006)

Associate Professor of Music
MM, Michigan State University
BM, Youngstown State University

Bartow, Stuart (1999)

Associate Professor of English
DA, SUNY Albany;
MA, Western Connecticut State University;
BA, Rider University

Basila, Catherine (1994)

Associate Professor of Psychology
MA, SUNY Albany; BA, SUNY College at Oswego

Belevich, Darla J. (1974)

Professor of Physical Education
Director of Athletics
MS, Radford University; BA, SUNY Brockport;
AA, Fulton-Montgomery Community College

Bittman, Jeffrey (1987)

Associate Professor of Business
MS, SUNY Albany; BA, Tufts University

Bouton, L. Paul (1994)

Associate Professor of Mathematics
MA, MAT, BA, SUNY Binghamton

Brewer, Scott (2002)

Web Developer
BS, Syracuse University

Buttino, A. Nicholas (1966)

Professor of Business
MS, SUNY Albany; BS, Siena College;
1989 Chancellor's Award for Excellence in Teaching
Division Chair, Business

Carpenter, Michael (1998)

Associate Professor of Criminal Justice
MAT, Norwich University; MA, SUNY Albany;
BS, Castleton State College;
AS, Adirondack Community College

Carte, Patricia A. (1991)

Director of SUNY Adirondack Continuing Education
MS, Rensselaer Polytechnic Institute;
BS, Dominican College
2004 Chancellor's Award for Excellence in
Professional Service

Carter, Annina (1992)

Professor of Chemistry
MS, Rensselaer Polytechnic Institute;
BS, SUNY Stony Brook; AS, Dutchess Community College
2004 Chancellor's Award for Excellence in Teaching

Cavaluzzi, Anthony (1982)

Associate Professor of English
MA, BA, Montclair State College

Chapman, Alyson (2009)

Research Assistant
BA, American Intercontinental University

Charpentier, Heather (2008)

Coordinator of Student Life
BA, College of Mount Saint Vincent

Cheney, Kathleen R. (1984)

Professor of English
MS, SUNY Albany; BA, University of Dayton

Clancy, Shaughn (1999)

Assistant Director of Enrollment Management
MA, BA, SUNY Plattsburgh
2009 President's Award for Excellence in Administrative
Service

Cooper, Melissa (1986)

Assistant Registrar
AA, Adirondack Community College

Cope, Tara (2007)

Instructor of Mathematics
MS, The College of St. Rose; MS, BS, Pennsylvania State
University

Costa, Andrew (2004)

Assistant Professor of Philosophy & Ethics
PhD, MA, SUNY Albany; BA Hartwick College

Crider, Kevin (2006)

Programmer/Analyst
BS, SUNY Ontario

Curlis, Karen (2004)

Assistant Professor of Nursing
MS, SUNY Oneonta; BA Alfred University;
AA, Cazenovia College

Cutshall-King, Joseph (2006)

Vice President for Institutional Advancement
MS, Russell Sage College; BA, Fordham University

Dalto, Diane W. (1993)

Dean for Special Academic Services
MS, Rensselaer Polytechnic Institute;
BS, Michigan State University;
Registered Professional Engineer;
2003 Chancellor's Award for Excellence in Teaching

Davidson, K. Lale (1993)

Professor of English
DA, SUNY Albany; BA, Oberlin College

Dawson, Richard (2004)

Director, Adirondack Adventure Sports Program
MEd, Northern Arizona University;
BA, Marist College

Dennett, Daniel D. (2008)

Athletic Trainer/Associate Professor of Physical
Education
MS, United States Sports Academy;
BS, Old Dominion University;
AS, Herkimer
NATA Certified Athletic Trainer

Dixon, Jessica (1995)

Assistant Director of Financial Aid
AA, Adirondack Community College

Doyle, Diane L. (1989)

Professor of Mathematics
EdS, MS, University of Dayton; BA, SUNY Potsdam

Durant, Brian (2006)

Dean for Student Affairs
MS, The College of St. Rose; BA, SUNY Plattsburgh

Eagan, J. Roger (1991)

Distinguished Professor of Biology
PhD, Arizona State University at Tempe;
MA, Duke University; BS, University of Michigan
Division Chair, Science Division

Faivre, Robert H. (1993)

Professor of English
MA, Syracuse University; BA University of Vermont
2005 Chancellor's Award for Excellence in Teaching
1997 President's Award for Excellence in Teaching,
Junior Faculty

Faller, Beth Ann (1980)

Professor of Counseling
EdS, MS, SUNY Albany; AB, Washington University;
1986 Chancellor's Award for Excellence in
Professional Service

Faller, Maryann (1992)

Professor of Mathematics
EdM, Rutgers, The State University of New Jersey;
BS, Wagner College

Fernbach, Peter (2008)

Assistant Professor of English
MA, SUNY College at Buffalo

- Gallipeo, Paul T. (1969)
Distinguished Professor of English
PhD, SUNY Albany; MA, Southern Illinois University; BA, Siena College
- Gaulin, Douglas (2000)
Assistant Professor of Counseling
MS, Sage Graduate School; BS, Excelsior College
2009 Chancellor's Award for Excellence in Professional Service
- Girard, Peter L. (1992)
Professor of Criminal Justice
MS, BS, American University;
AAS, Hudson Valley Community College
- Gomez-Riviere, Esteban (2007)
Instructor of Mathematics
MA, Pennsylvania State University; BA Carleton University
- Gonyo, Gail C. (1990)
Professor of Mathematics
MA, SUNY Albany; BS, SUNY Plattsburgh
- Goodwin, Bryan (1994)
Network Manager
BA, Cornell University; AAS, Fulton-Montgomery Community College; AAS, Adirondack Community College
- Goodwin, Yvonne (1994)
Community Program Planner
AAS, Adirondack Community College
- Green, Barbara (1999)
Associate Professor of Counseling
MSW, SUNY Albany; BS, Plattsburgh;
AA, Adirondack Community College
- Guise, Marc (2005)
Instructor of Computer Science
MS, The College of Saint Rose; BS, SUNY Albany;
AS, Adirondack Community College
- Hampshire, John (2005)
Assistant Professor of Studio Art
MFA, SUNY Albany; BS, Skidmore College
- Haskins, Valerie (1999)
Associate Professor of Anthropology and Archaeology
MA, Washington University; BA, DePauw University
- Hatin, Kelli (2000)
Assistant Professor of Business
MBA, Walden University; MS, Walden University
BS, Siena College;
AS, Adirondack Community College
- Heacock, Ronald (2007)
President
PhD, MA, Michigan State University; BA, University of Maryland Baltimore County
- Healy, Donna (1993)
Associate Professor of Nursing
MS, Russell Sage College;
BS, University of Rhode Island; RN
2006 Chancellor's Award for Excellence in Teaching
- Hopper, Carol (1987)
Professor of Psychology
MS, SUNY Albany; MA, SUNY Plattsburgh,
BBA, Siena College; CPA
- Huntington, Alice (2007)
WDI Coordinator College Program/Real Jobs NY
BS, The College of St. Joseph;
AA, Adirondack Community College
- Hurst, W. Sheldon (1989)
Professor of Art History
DMin, MDiv, Andover Newton Theological School;
MA, Boston University; BA, Wheaton College;
2005 Chancellor's Award in Scholarship and Creative Activity
- Johnston, Wendy (2007)
Instructor of Political Science
MA, SUNY Albany
- Keller, Normandie (1989)
Associate Professor of Nursing
MS, University of Rhode Island;
BS, Salve Regina College
- Kelly, Marjorie (2006)
Director of Human Resources
MS, MA SUNY Albany; BA LeMoyne College
- Lahey, Timothy B. (1980)
Director of Career Services
EdS, MS, SUNY Albany; BA, SUNY New Paltz;
1994 Chancellor's Award for Excellence in Professional Service
- LaPann, Mary (2003)
Associate Professor of Business
MS, SUNY Albany, MBA, Bernard M. Baruch College; BS Mount Saint Vincent
- Lawrence, Terry P. (1983)
Professor of Counseling
MS, MA, BS, SUNY Plattsburgh;
1993 Chancellor's Award for Excellence in Professional Service
- Leighty, Jade (2009)
Financial Aid Assistant
BS, SUNY Plattsburgh
- Levin, Sarah (2007)
Director of Registration & Records
MEd, Springfield College; BS, SUNY Oswego; AA, Adirondack Community College
- Li, Xiao Jun (1991)
Professor of Physical Education
MA, Hebei University; MS, University of Wyoming;
BS, Wuhan Institute of Physical Education and Sport
- Liberman, Ruth S. (1982)
Associate Professor of Theater & Speech
MA, University of Washington;
BA, Brandeis University
Division Chair, Humanities Division
2007 Chancellor's Award, Scholarship and Creative Activity
- Linehan, Sarah Jane (1992)
Director of Enrollment Management
BA, Ithaca College
- Long III, William F. (2003)
Vice President for Administrative Services and Treasurer
MPA, John Jay College;
BS, University of West Florida;
AA, Florida Junior College
- Longo, Roger M. (1974)
Distinguished Professor of Psychology, Sociology, and Human Services
PhD, CAS, MA, BA, SUNY Albany;
AA, Junior College of Albany
- Losinger, William W. (1974)
Associate Professor of English
MA, University of New Hampshire;
BA, Mansfield University; AA, Corning Community College
- Lowe, Harry (2001)
Assistant Professor of Information Technology
MS, BS, SUNY New Paltz;
AAS, Ulster County Community College
- Malkani, Joanne (2005)
Assistant Professor of Psychology
MS, SUNY Albany; BA, The College of St. Rose
- Mann, Robert (2009)
Assistant Professor of Mechanical Technology
MA, The College of Saint Rose; BS, Rensselaer Polytechnic Institute; AS, Adirondack Community College
- Manning, Kenneth (2006)
Associate Professor of Engineering
PhD, Rensselaer Polytechnic Institute;
MS, University of Illinois at Chicago;
BS, University of Oregon
- Marino, Peter (1991)
Professor of English
MA, SUNY Albany;
BA, North Dakota State University
2006 Chancellor's Award for Scholarship and Creative Activity
- Matthews, David (2005)
Assistant Professor of Business
PhD, Capella University;
MBA, Plymouth State College;
BS, Rider College
- Mazur, Paul
Vice President for Academic and Student Affairs
DPA, Hamline University
MA, Johns Hopkins University
BA, University of Pittsburgh
- McCarthy, Clinton (2005)
Assistant Professor of Physical Education & Adventure Sports
MA, University of Northern Colorado;
BSE, SUNY Cortland
- McCormack, Marcia (1998)
Assistant Professor of Science
MS, University of Bridgeport;
BS, Russell Sage College; AAS, Fashion Institute of Technology; AS, Adirondack Community College
- McCoy, P Kathleen (1995)
Associate Professor of English
PhD, MA, University of Missouri-Columbia;
BA, Georgetown College
2006 President's Award for Excellence in Teaching, Senior Faculty
- McKay, Sara (2007)
Director of Accessibility Services
CAS, SUNY Cortland;
MS, SUNY Albany;
BS, SUNY Geneseo

McLean, Paul (2008)
Coordinator Distance Learning
MS, SUNY Albany

Menard, Carrie (2001)
Associate Professor of Mathematics
MA, University of Rochester;
BA, SUNY Geneseo

Miele, Ann E. (1996)
Assistant Professor of Anatomy and Physiology
MS, SUNY Albany;
BA, College of St. Rose

Miller, Joyce (1995)
Professor of Library Science
MLS, SUNY Plattsburgh; CAMS, St. Michael's
College; MLS, SUNY Albany; BA, Siena College
1999 Chancellor's Award for Excellence in Librarianship

Minkel, Donald H. (1993)
Professor of Geology
PhD, Rensselaer Polytechnic Institute;
MS, Washington State University;
BS, University of Rochester

Molok, David (2010)
WDI College Program Vocational Counselor
BS, Frostburg State University

Morris, Christopher J. (1982)
Associate Professor of Business
MBA, BS, Clarkson College;

Muller, Matthew (2003)
Assistant Professor of Business
MBA, University of Notre Dame;
BA, SUNY Potsdam

Musto, Luke (1997)
Professor of Computer Science
MS, BS, University of Scranton; MS College of Saint Rose
Division Chair, Mathematics, Engineering and Computer
Science

Myers, Robert (1996)
Marketing and Alumni Relations Specialist
BA, SUNY Albany;
AAS, SUNY Morrisville;
2003 Chancellor's Award for Excellence in Professional
Service

Naftaly, Phillip (1994)
Distinguished Professor of Anthropology/Sociology
PhD, MA, New School for Social Research;
BA, San Jose State University;
2002 Chancellor's Award for Excellence in Teaching
Fellow of the American Anthropological Association

O'Brien, Renee (1999)
Associate Professor of Photography
PhD, New York University; MA, New York Institute of
Technology; BS, Hofstra University

O'Connor, Christine (2009)
Assistant Professor of Chemistry
PhD, BA, University of Buffalo

Ofiara, David (1971)
Professor of Library-Media Services
MS, MLS, BA, SUNY Albany

O'Sick, Kate (2009)
Upward Bound Coordinator/Counselor
MS, Central Connecticut State University;
BS, Cornell University

Paigo, Nicholas (2006)
Assistant Professor of Graphic Arts
MA, BFA, SUNY Oswego
Division Chair, Technology

Palangi, Anthony (1985)
Director of Facilities
AAS, Adirondack Community College

Palangi, Nancy (1982)
Bursar
AAS, Adirondack Community College

Parfitt, Mark (2009)
Director of Marketing and Community Relations
BS, Saint Francis University;
ASB, South Hills School of Business & Technology

Pennachio, John (1975)
Distinguished Professor of Psychology and Sociology
PhD, SUNY Albany;
MA, BA, C.W. Post College
Post-Doctoral Study, University of California
Division Chair, Social Science

Perry, Susan (2002)
Assistant Professor of Nursing
MS, Russell Sage College;
BSN, ADN, Castleton State College

Pomakoy, Keith (2003)
Assistant Professor of History
PhD, MA, BA, SUNY Albany;
AS, Hudson Valley Community College

Powers, Gail (2008)
Assistant Professor of Nursing
MS, Sage College Albany;
BS, SUNY Plattsburgh;
AAS, Adirondack Community College

Prutsmann, Michael (2005)
Director of the Wilton Center
MS, BS, Alfred University

Pushchin, Alexander (2007)
Assistant Professor of Physics
MS, University of Buffalo;
BS, SUNY Albany

Rawert, Bert (2008)
Assistant Professor of Mathematics
MS, University of Mass Amherst;
BS, University of Kentucky

Reid, J. Courtney (2001)
Associate Professor of English
MA, SUNY Albany; BA, Skidmore College

Reilly, Maureen (2000)
Director of Financial Aid
BS, Rollins College
2005 Chancellor's Award for Excellence in
Professional Service

Richardson, William (2006)
Associate Professor of General Chemistry
PhD, MS, Kansas State University;
BS, Fordham University

Rielly, Kevin B. (1979)
Chief Financial Officer
MS, SUNY Albany;
BA, Rutgers, The State University of New Jersey

Rittenhouse, Kathy (2003)
Lab Coordinator Nursing
BSN, Boston College;
MS, University of California

Ronning, Teresa (1996)
Professor of Library Science
JD, Pace University; MLS, BA, Syracuse University
Division Chair, Library
2008 Chancellor's Award for Excellence in
Professional Service

Runnion, Paul (2007)
Instructor of Mathematics
MS, BS, University of Missouri-Rolla

Salvati, Amy (1992)
Associate Professor of Mathematics
MA, SUNY Albany; BA, SUNY Geneseo

Santana, Suzette (2003)
Assistant Professor of Spanish
MA, SUNY Albany; BA, Siena College

Schenone, Cythnia (1997)
Assistant Professor of Nursing
MS, University of Colorado;
BS, University of Connecticut;
Division Chair, Health Sciences

Scherbatskoy, Timothy (2008)
Associate Professor of Biology
PhD, MS, University of Vermont;
BA, Antioch College

Schoder, Dianne (1997)
Assistant Professor of Nursing
MS, Sage Graduate School; BS, Alfred University

Shaw, Theresa (2008)
Payroll Manager/Analyst
AS, Adirondack Community College

Smith, Charlotte (1995)
Associate Professor of English
MA, New York University;
BS, University of Wisconsin-Stevens Point

Smith, David (2004)
Director of Planning/Research/Evaluation
MPA, Rockefeller College of Public Affairs & Policy,
SUNY Albany; BS, St. Lawrence University

Somma, Ann Marie (2009)
Director of Business Affairs
MBA, Siena College

Steele, William E. (1980)
Associate Professor of Culinary Arts
BS, SUNY Oswego;
AAS, Sullivan County Community College
2008 Chancellor's Award for Excellence in Teaching

Stites, Karen (2008)
Director of Grants
BA, University of Vermont, Burlington

Stoner, Cynthia (1998)
Assistant Director of Educational Technology
MS, Rensselaer Polytechnic Institute;
BS, Beloit College

Suchow, Margaret D. (1985)
Assistant Professor of Mathematics
MS, Rensselaer Polytechnic Institute;
BA, Queens College

Taylor, Carol (2009)
Associate Professor of History
PhD, MA, MPA, SUNY Albany;
BA, The College of William and Mary

Tennyson, Brandy (2008)
Programmer/Analyst
BS, Clarkson University

Thrall, Donnean (2009)
Associate Professor
Doctor of Nursing, University of Colorado at Denver
Health Sciences Center

Treadway, Lydia (2005)
Assistant Professor of Psychology
PhD, PsyD, MS, Nova Southeastern University;
MHSA, Antioch College; BA, SUNY Albany

Trevlakis, Steve (2010)
Upward Bound Assistant Coordinator
MS, BS, SUNY Plattsburgh

Trumpick, Susan A. (1979)
Director of Information Technology Services
MALS, SUNY Plattsburgh; BA, SUNY Oswego;
1992 Chancellor's Award for Excellence in Professional
Service

Vickery, Jess (2006)
Associate Professor of Chemistry
PhD, University of California, Davis;
BS, University of California, Santa Barbara

Weiss, William (1994)
Associate Professor of English
MA, San Francisco State University;
BA, Cleveland State University

White, Nancy (2000)
Associate Professor of English
MFA, Sarah Lawrence College; AB, Oberlin College
Division Chairperson, English

Wood, Leza (2009)
Coordinator of Workforce/Professional Development
MCT, MCAS, IC3/GS3

Woodard, Karen (2001)
Assistant Professor of IT Computer Networking
Cisco Regional Academy Director
MS, BA, Shippensburg University
Cisco Certified: CCNP, CCNA, CCAI

Woods, Debra (2009)
WDI College Program Vocational Counselor
BS, SUNY Cortland

Woomer, Patrick (2004)
Assistant Professor of Mathematics & Computer
Engineering
MS, Union College; BS, New School for Social Research

Special Adjunct Faculty

Breitenfeld, Christine (1984)
Special Adjunct - Music
MS, College of St. Rose; B.Mus., Manhattanville College

Maiorella, Johnna (2000)
Special Adjunct - Theater
MA, Emerson College; BA, SUNY Albany;
AA, Adirondack Community College

Scoville, Micah (2002)
Special Adjunct - Music
MM, Mannes College of Music;
BS, College of Saint Rose

Thate, Jennifer (2005)
Special Adjunct - Nursing
MS, Johns Hopkins University;
BS, Messiah College

Witkovich, Lori (2005)
Special Adjunct - English
MS, University of Bridgeport; BA, LaSalle University

Part-Time Professional Staff

Barbara Anderson (2004)
Librarian
BA, SUNY Stony Brook;
MA, Purdue University;
MLS, University of Pittsburgh

Cordts, Sarah (2008)
Assistant Coordinator to the Wilton Center
BS, SUNY Plattsburgh;
AS, Adirondack Community College

Heidi Durkee (1996)
Director of the Business Resource Center

Marsha Gettig (2007)
Librarian
MLS, SUNY Albany;
BS, Lock Haven University

Linda Hare (1991)
Biology Lab Coordinator and Supervisor
MA, Plattsburgh State University;
BA, University of Rhode Island

Mary Leslie Holland (1997)
Physics Lab Coordinator
AS, Adirondack Community College

Linda Roe (1998)
Chemistry Lab Coordinator
BS, Russell Sage College
AS, Adirondack Community College

Frances Sigurdsson (2008)
Librarian
MLS, University of Wales, UK;
BA, UCLA

Melitta White (2000)
Librarian

Faculty & Staff Emeriti

Year of
Retirement

Robert A. Addison	1991
Paul E. Arends	1998
Stephen J. Borgos	2001
Robert Brew	2005
Herbert D. Brock	1984
Levi Brown	1998
Rodney Bucklin	1987
Elizabeth P. Cassidy	2000
Donald R. Clayton	1991
Robert D. Clayton	1991
James L. Clugstone	1979
Albert I. Coombes	1978
Sara Cutshall-King	2009
Benjamin Davis	2005
Patricia Duncan	2009
Charles Dunn	1987
Mansir J. Edwards	2002
Frank J. Endieveri	2000
Norm Enhorning	2003
Margaret Felmy	1987
Percival Ferguson	1991
Stephen R. Finks	1998
Susan Finlayson	2003
Pam Firth	2009
King Frazer	1991
Joseph Giacobbe	2005
Vernon Gooch	1994
Penny Grossman	1987
Walt Hagen	2009
Barrie L. Hampton	1995
Robert Harris	2005
Josephine M. Harrison	1983
June B. Harvey	1995
Emerson W. Hibbard	1982
H. David Hodgson	2009
Elizabeth A. Hogan	1991
Marie Huba	2004
Robert L. Hutchinson	1997
Stanley B. Jensen	1985
Charles J. Kappler	1974
Janet L. Kasold	1998
Michael Kerman	2009
Ross Klinck	2004
Stuart Leinoff	2009
John D. Lyon	1996
Richard A. Mates	1999
John McClure	1995
Marcia C. Meaney	2000
Annette Minnick	2004
Walter Moeller	1993
Ronald Moss	1989
Mary Lou Munger	2001
Paul Muscari	2002
Henry Musser	1994
Ann Nash	1999
Eunice Nicol	2004
Joan A. Noble	1998
John J. O'Kane	1998
Jane Owen	2004
Janet Pasco	2004
Alfred J. Patrick	2001
Jeffrey C. Peck	2009
C. Ronald Peshia	1998
Anson Piper	1993
Diana Race	2009
Irwin Rehm	1998
Jean Rikhoff	1993
Richard J. Ring	2000
Edythe W. Robbins	1985
Donald Rumsey	1989
Wilma Rumsey	1987
Martha Searleman	2003
Sanford Searleman	2003

Faculty & Staff Emeriti (continued)

Douglas S. Speicher 1995
 Peter Tarana 2005
 Frank Warrick 1987
 Martin Wasserman 2005
 Shirley Weiner 1992
 Janette Zecchini 1989
 Helen Zurlo 1997

Support Staff**Accessibility Services**

Joanne Piazza (2001)

Advisement and Testing Center

Kimberly Hughes (2000)
 AA, Adirondack Community College

Admissions

Patricia Stone (2003)

Business Office

Jacki Crannell (2008)
 Kimberly Hall (2003)
 AS, Adirondack Community College
 Ginette Miner (1989)
 Karen Morrissey (2009)
 BS, Cornell University;
 AAS, Adirondack Community College
 Ellen Rose (1998)
 AAS, Dutchess Community College
 Judy Traver (2007)
 BS, SUNY Cortland

Copy Center

Barbara Schultz (2003)
 AA, Adirondack Community College

Counseling

Deborah Bigelow (2008)

Educational Technology

Georgia Butor (2009)
 Adam Deutschmann (2009)
 BS, Marist
 Hope Moses (1990)
 AAS, Adirondack Community College

Facilities

Sharon Meuse (1989), Faculty Secretary
 Wanda Adamson (2007)
 AAS, Adirondack Community College
 Melissa French (2006)
 Debra Godnick (1989)
 Kathleen Haller (1998)
 Beth Maranville (2005)
 Jeanne Newell (2006)
 Catherine O'Hara (2000)

Financial Aid

Deanna Jones (2006)
 Nancy Leo (2008)

Financial Services

Patricia Killian (1992)

Human Resources

Deborah A. Benway (2008)
 AAS, Adirondack Community College
 Cheryl Snyder (1999)

Information Technology Services

Pete Echeandia (1992)
 AAS, Adirondack Community College

Institutional Advancement

Kim Thomas (1989)

Library

Bertha Belanger (1990)
 AAS, Adirondack Community College
 Stacy Mondesir (2004)
 Joanne Palmer (1977)
 Julia Rounds (1986)
 AAS, Adirondack Community College

Mail Services

Laura Baker (2009)

Maintenance

Todd Akins (2006)
 Raymond Baker (2006)
 Thomas Bohan (2004)
 Jeffrey Carlisle (2003)
 George Cassant (2001)
 Jody Clothier (1984)
 Thomas Cusick (2004)
 Cheryl Grzyb (2009)
 Stanley Gursky (2001)
 Thomas Johnson (2006)
 Byron Little (1997)
 AAS, Adirondack Community College
 Josef Mazurkiewicz (2009)
 AAS, SUNY Canton
 Lawrence Meuse (1997)
 Dean Miner (1997)
 Timothy Mitchell (2002)
 Raymond Montero (1995)
 James Mullen (2010)
 Dennis O'Brien (2005)
 BS, SUNY Oswego;
 AAS, Adirondack Community College
 Christopher Olsen (2001)
 Michael Palmer (2008)
 AAS, Adirondack Community College
 Thomas Praskach (2008)
 BS, Penn State
 Edward Ross (2000)
 Robbin Ruane (2009)
 AAS, Adirondack Community College
 Peter Townsend (1985)
 Winston Varnum (2001)
 BS, Rider University
 Matthew Vaughan (2003)
 Evon Weatherwax (1998)

Office of the Vice President for Academic and Student Affairs

Diana Williams (2009)
 AA, Adirondack Community College

Offices of the Vice President for Administrative Services

Karen Mosher (2005)

Office of the President

Dari Norman (1994)
 AA, Adirondack Community College

Physical Education

William Haskell (2003)

Registration/Records

Corina Goray (1996)
 CERT, Adirondack Community College
 Nadine Morehouse (1996)
 Karen Rapp (2008)

Student Activities

Nancy Downer (2000)
 AAS, Adirondack Community College

SUNY Adirondack Continuing Education

Beth Murphy (1987)
 Dianne Proulx (2002)
 AAS, SUNY Canton

Switchboard Services

Wendy Rhodes (1990)
 Susan Simone (1987)

Wilton Center

Terry McClellan (2001)
 BA, SUNY Albany;
 AS, Adirondack Community College

Faculty Student Association**General and Administrative Staff**

Tom Kent (2007), General Manager
 MBA, West Virginia University
 Adam Laake (2009), Accounts Specialist
 AAS, Adirondack Community College
 Patti Southworth (2004), Accounting Clerk

Bookstore Personnel

Munaf Ali (2008), Receiving Clerk
 AAS, Broward College
 Terri Cook (2007), Manager
 BS, Ithaca College
 Carolyn Gaulin (2006), Textbook Manager
 Beverly McClure (1979), Head Cashier
 MaryBeth Wood (2007), Sales Associate
 AA, Adirondack Community College

Food Service Personnel

Reynold Andersen (1990), Director
 Gail Beaudet (2009)
 Dorothy Brann (1991)
 Jeanine Gardner (2003)
 Sharon Hall (1997)
 Shelby Neil (2002)
 Nicole Trumbull (2004)
 Catherine Williams (2007)

Board of Directors

A. Nicholas Buttino
 Annina Carter
 Heather Charpentier
 Drew Costa
 Bryan Goodwin
 Barbara Green
 Stacie Hopkins
 William Long
 Matt Muller
 Bob Penny
 Maureen Reilly
 Lauren Smilansky
 Caroline Wildfeur

History of the College

In April 1958, the Warren County Board of Supervisors encouraged the formation of an action committee to discuss the methods, plans, and requirements for a community college.

Since the population and tax base of Warren County alone were insufficient to establish a community college, Washington and Saratoga counties were invited to join with Warren in sponsoring the College. The action committee was expanded to include representatives from Washington County, along with those of Warren County.

Sub-committees were appointed, surveys conducted, and preliminary plans for the College developed. Pamphlets were printed and widely distributed, and members of the action committee made numerous speeches before citizens groups throughout the two counties. In April 1960, the action committee presented the matter to both boards of supervisors, who took favorable action and approved the submission of the plan to the State. The State University approved the plan on June 10, 1960, officially establishing ACC as part of SUNY.

A Board of Trustees for the Community College was appointed during the summer of 1960 and held its first meeting October 11, 1960. The first president, Dr. Charles R. Eisenhart, took office February 20, 1961, and the College opened on September 12, 1961, on the south edge of Hudson Falls. The first class graduated on June 11, 1963. ACC moved into its permanent quarters on Bay Road north of Glens Falls on August 28, 1967. Dr. Eisenhart retired on June 30, 1978, and was named President Emeritus. Dr. Gordon C. Blank served as ACC's second president from 1978 to 1988 when he retired. The College's third president, Dr. Roger C. Andersen, assumed his position in June 1988, and served as president until May 31, 1998. Dr. Jane M. Harmon was named president of ACC as of July 1, 1998. Dr. Jay Fennell, retired president of Clinton Community College was appointed and served as interim president of Adirondack Community College from September 1, 2000, to July 13, 2001. Dr. Marshall E. Bishop became president of Adirondack Community College on July 16, 2001, and served until his retirement in the summer of 2007. In July 2007, Dr. Ronald C. Heacock became the sixth president of the College.

State University of New York (SUNY)

State University of New York's sixty four geographically dispersed campuses bring educational opportunity within commuting distance of virtually all New Yorkers and comprise the nation's most diverse system of public higher education.

When founded in 1948, the University consolidated twenty-nine state-operated but unaffiliated institutions whose varied histories of service dated as far back as 1816. It 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, State University of New York provides a meaningful educational experience to the broadest spectrum of individuals. Nearly 410,000 students are pursuing traditional study in classrooms and laboratories or are working at home, at their own pace, through such innovative institutions as Empire State College, for over 25 years a leader in non-traditional education, distance learning, and assessment of prior learning.

Of the total enrollment, approximately 39.4% of the students are 25 years of age or older, reflecting State University's services to specific constituencies, such as training courses for business and industry, continuing educational opportunities for the professional community, and personal enrichment for more mature persons.

The State University's students are predominantly New York State residents. Representing every one of the state's 62 counties, they make up more than 96 percent of the University's undergraduate student population. State University of New York students also come from every other state in the United States, from four US territories or possessions, and from more than 171 foreign countries.

The State University enrolls 40% of all New York State high school graduates, and its total enrollment of just under 410,000 (full-time and part-time) is more than 37 percent of the state's entire higher-education population. In fall 2003, 18.6% of all students were minorities. In fall 2003, full-time minority faculty members made up more than 12% if all full-time SUNY faculty.

Because of its structure and comprehensive programs, the State University offers students a wide diversity of educational options: short-term vocational/technical courses, certificate programs, baccalaureate degrees, graduate degrees, and post-doctoral studies. The University offers access to almost every field of academic or professional study somewhere within the system – some 6,688 degree and certificate programs overall.

Curricula range from those in the more conventional career fields, such as business, engineering, medicine, teaching, performing arts, social work, finance, and forestry, to those concerned with tomorrow's developing and societal needs in the areas of environmental science, urban studies, immunology, information systems, biotechnology, telecommunications, microbiology, and health services management.

As part of the University's commitment to bring to the students of New York the very best and brightest scholars, scientists, artists, and professionals, the State University's distinguished faculty is recruited from the finest graduate schools and universities throughout the United States and many countries around the world, and includes nationally and internationally recognized figures in all the major disciplines. Their efforts are regularly recognized in numerous prestigious awards and honors.

State University's research contributions are helping to solve some of today's most urgent problems. At the same time, contracts and grants received by University faculty directly benefit the economic development of the regions in which they are located.

State University researchers pioneered nuclear magnetic resonance imaging, introduced time-lapse photography of forestry subjects, isolated the bacteria that causes Lyme disease, and developed the first implantable heart pacemaker. Other University researchers continue important studies in such wide-ranging areas as breast cancer, immunology, marine biology, sickle-cell anemia, and robotics, and make hundreds of other contributions, inventions, and innovations for the benefit of society.

The University's program for the educationally and economically disadvantaged, consisting of Educational Opportunity Programs (EOP) and Educational Opportunity Centers (EOC), has become a model for delivering better learning opportunities to young people and adults traditionally bypassed by higher education.

The 30 locally-sponsored two-year community colleges operating under the program of State University offer local citizens programs that are directly and immediately job-related as well as degree programs that serve as job-entry educational experience or a transfer opportunity to a baccalaureate degree at a senior campus. In the forefront of efforts to meet the accelerating pace of technological developments and the requirements of continuing educational opportunity, they provide local industry with trained technicians and help companies and employees in retraining and skills upgrading.

State University of New York 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 board of trustees whose relationship to the State University Board is defined by law.

The University's motto is: "To Learn – To Search – To Serve."

SUNY UNIVERSITY CENTERS

Albany
Binghamton
Buffalo
Stony Brook

UNIVERSITY COLLEGES

Brockport
Buffalo
Cortland
Empire State
Fredonia
Genesee
New Paltz
Old Westbury
Oneonta
Oswego
Plattsburgh
Potsdam
Purchase

COLLEGES OF TECHNOLOGY

Alfred
Canton
Cobleskill
Delhi
Morrisville

HEALTH SCIENCE CENTERS

Brooklyn, Syracuse

SPECIALIZED COLLEGES

Environmental Science and Forestry
Farmingdale
Maritime College
Optometry
Utica/Rome

STATUTORY COLLEGES

Ceramics, Cornell

COMMUNITY COLLEGES

Adirondack
Broome
Cayuga County
Clinton
Columbia-Greene
Corning
Dutchess
Erie
Fashion Institute of Technology
Finger Lakes
Fulton-Montgomery
Genesee
Herkimer County
Hudson Valley
Jamestown
Jefferson
Mohawk Valley
Monroe
Nassau
Niagara County
North Country
Onondaga
Orange County
Rockland
Schenectady County
Suffolk County
Sullivan County
Tompkins Cortland
Ulster County
Westchester

ACC FOUNDATION

Founded in 1983, the ACC Foundation was established to raise funds for the purpose of providing financial support for activities which the college, as a public institution, cannot otherwise support. The most important activities currently supported by the Foundation include funding student scholarships; grants for faculty and staff to pursue opportunities for professional development and enrichment; and special needs of the college, such as the J. Buckley Bryan, Jr. ACC '87,'94 Regional Higher Education Center.

> **Academic Excellence Scholarships (AES)**

The Foundation annually awards approximately \$100,000 in Academic Excellence Scholarships (AES) to graduating area high school seniors who meet certain stiff academic requirements. The AES covers up to full tuition for four consecutive semesters of study at SUNY Adirondack.

> **ACC Foundation Scholarships**

More than \$28,000 is awarded annually to students who do not qualify for other forms of state or deferral assistance. Many of these individuals are returning adult students being reeducated for the changing workplace.

> **Professional Development Grants**

Through its Mini-Grant Program, the Foundation supports projects that promote faculty and staff development and enrichment, thereby contributing to the quality of education offered by SUNY Adirondack.

Each year funds are raised through an active annual giving campaign and two major fundraising events. Much of the Foundation's success can be attributed to the dedication and hard work of its Board of Directors.

ACC Foundation, Inc. Board of Directors 2009-2010

J. Buckley Bryan, Jr., President
Paul Dowen, Treasurer
Ronald C. Heacock, Ph.D., ACC President
Joseph A. Cutshall-King, Executive Director/Secretary
Kevin Ankeny
Timothy C. Badger
Michael Dennis
Kathie L. Duncan
Robert A. Francomano, M.D.
Arleen Girard
Robert Joy
Erinn C. Kolligian
Joan B. Lapham
Monty Liu
Keith McAfee
D. Michael Niles
Malcolm O'Hara
Paul E. Pontiff
Alan Redeker
Ron Stewart
Jason Tommell
Sue Trumpick

Foundation Staff

Joseph Cutshall-King, Executive Director
Kim Thomas, Administrative Assistant

ACADEMIC CALENDAR

Fall 2010

FIRST DAY OF CLASSES	SEPTEMBER 8
DROP/ADD LATE REGISTRATION	SEPTEMBER 8-14
THANKSGIVING BREAK	NOVEMBER 24-26
LAST DAY OF CLASSES	DECEMBER 17
STUDY DAY	DECEMBER 20
EXAMS	DECEMBER 21-23

Winter 2011

FIRST DAY OF CLASSES	JANUARY 3
DROP/ADD, LATE REGISTRATION	JANUARY 3
MARTIN LUTHER KING DAY	JANUARY 17
LAST DAY OF CLASSES/EXAMS	JANUARY 19

Spring 2011

FIRST DAY OF CLASSES	JANUARY 24
DROP/ADD LATE REGISTRATION	JANUARY 24-28
SPRING BREAK	MARCH 14-18
LAST DAY OF CLASSES	MAY 6
STUDY DAY	MAY 9
EXAMS	MAY 10-12
COMMENCEMENT CEREMONY	MAY 19

Summer 8-Week Session, 2011

FIRST DAY OF CLASSES	MAY 23
DROP/ADD, LATE REGISTRATION	MAY 23-27
MEMORIAL DAY	MAY 30
INDEPENDENCE DAY	JULY 4
LAST DAY OF CLASSES/EXAMS	JULY 14

Summer I, 2011

FIRST DAY OF CLASSES	MAY 23
DROP/ADD, LATE REGISTRATION	MAY 23
MEMORIAL DAY	MAY 30
LAST DAY OF CLASSES/EXAMS	JUNE 30

Summer II, 2011

FIRST DAY OF CLASSES	JULY 5
DROP/ADD, LATE REGISTRATION	JULY 5
LAST DAY OF CLASSES/EXAMS	AUGUST 11

Fall 2011

FIRST DAY OF CLASSES	SEPTEMBER 7
DROP/ADD LATE REGISTRATION	SEPTEMBER 7-13
THANKSGIVING BREAK	NOVEMBER 23-25
LAST DAY OF CLASSES	DECEMBER 16
STUDY DAY	DECEMBER 19
EXAMS	DECEMBER 20-22

Winter 2012

FIRST DAY OF CLASSES	JANUARY 3
DROP/ADD, LATE REGISTRATION	JANUARY 3
MARTIN LUTHER KING DAY	JANUARY 16
LAST DAY OF CLASSES/EXAMS	JANUARY 19

Spring 2012

FIRST DAY OF CLASSES	JANUARY 23
DROP/ADD LATE REGISTRATION	JANUARY 23-27
SPRING BREAK	MARCH 12-16
LAST DAY OF CLASSES	MAY 4
STUDY DAY	MAY 7
EXAMS	MAY 8-10
COMMENCEMENT CEREMONY	MAY 17

Summer 8-Week Session, 2012

FIRST DAY OF CLASSES	MAY 21
DROP/ADD, LATE REGISTRATION	MAY 21-25
MEMORIAL DAY	MAY 28
INDEPENDENCE DAY	JULY 4
LAST DAY OF CLASSES/EXAMS	JULY 12

Summer I, 2012

FIRST DAY OF CLASSES	MAY 21
DROP/ADD, LATE REGISTRATION	MAY 21
MEMORIAL DAY	MAY 28
LAST DAY OF CLASSES/EXAMS	JUNE 28

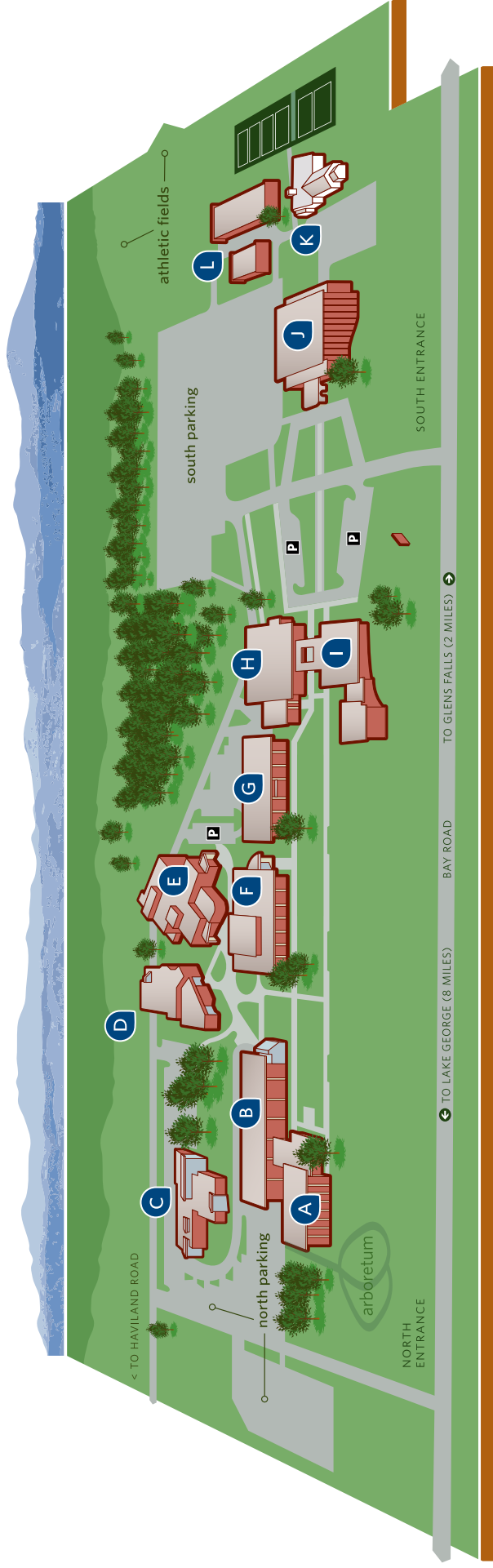
Summer II, 2012

FIRST DAY OF CLASSES	JULY 5
DROP/ADD, LATE REGISTRATION	JULY 5
LAST DAY OF CLASSES/EXAMS	AUGUST 13

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SUNY ADIRONDACK



CAMPUS MAP



A	THEATRE	F	WASHINGTON HALL	J	GYMNASIUM
B	SCIENCE BUILDING		<ul style="list-style-type: none"> > CONTINUING EDUCATION > ACC FOUNDATION > COMMUNITY & ALUMNI RELATIONS 	K	ROBERT L. HUTCHINSON CHILD CARE CENTER
C	J. BUCKLEY BRYAN, JR. ACC '87, '94 REGIONAL HIGHER EDUCATION CENTER	G			MAINTENANCE BUILDINGS
	<ul style="list-style-type: none"> > SUNY PLATTSBURGH > EMPIRE STATE COLLEGE 	H	EISENHART HALL		P PERMIT PARKING ONLY
D	DEARLOVE HALL		<ul style="list-style-type: none"> > CAFETERIA > BOOKSTORE > STUDENT ACTIVITIES > RANDLES CONFERENCE CENTER > FACULTY STUDENT ASSOCIATION (FSA) 	L	
E	SCOVILLE LEARNING CENTER	I	WARREN HALL		
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SUNY ADIRONDACK is the new identity for Adirondack Community College.
*It parallels the evolution of our campus facilities, expansion of our educational programs,
and ongoing commitment to higher education within the State University of New York.*



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