Northampton Community College

2026-2027 Northampton Community College Catalog

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Program Information

All the academic programs within the College are designed to help you meet your goals. Northampton offers programs that will transfer to four-year colleges and universities, as well as those that prepare you to step right into today's competitive work force.

At Northampton, all curricula have a general education component that serves as a solid base for your education. In addition, in each academic program, you will find that the majority of courses give you specific skills and training designed to prepare you to meet your transfer or career objectives.

The College's faculty are specialists who make teaching their first priority. You'll gain knowledge in your chosen subject area from a combination of classroom lectures, group projects, and hands-on laboratory work. You will also benefit from the expertise of members of our advisory committees, composed of successful individuals from the region who advise the College about particular changes in the workplace.

Transfer Education

Many of Northampton's courses are designed to transfer to four-year institutions; that is, they contain roughly the same material as similar courses at those institutions. Students who intend to continue their education after Northampton should take as many transferable courses as possible within A.A. or A.S. degree programs. The receiving institution ultimately determines the transferability of courses. It is advisable that students consult early with the Admissions Office of the institution to which they plan to transfer.

Technical Education

Technical education or career education describes a category of courses designed to develop highly skilled graduates prepared for entry-level positions in a particular occupation or group of occupations. Northampton's career education programs, which prepare students for employment immediately upon graduation, usually contain a strong complement of technical education courses. These courses carry credit toward the associate in applied science and associate in general education degrees. They are not designed for transfer.

Developmental Education

Developmental education helps students learn the skills needed for success in college-level courses. These skills include the essentials of reading, writing, and mathematics, and proven strategies for achieving their academic goals.

Developmental education services are provided through these means:

- Placement assessment in math, reading, and English determines the eligibility of students for developmental courses.
- Some courses numbered below 100 (0XX) are designed to allow students to remedy specific deficiencies in mathematics, reading, and writing. Among them are PreAlgebra, Elementary Algebra, Intermediate Algebra, Reading Fundamentals, Critical Reading, Basic English, and Chemical Calculations. NOTE: While courses below 100 each carry credit for determining student load and for financial aid, those credits may not be applied to any degree or certificate granted by the College.
- The Learning Center provides tutoring, workshops, and study skills support to promote the academic success of developmental students. Tutoring options include study groups, classroom tutors, Supplemental Instruction, individual appointments, walk-in hours, and online hours.

English as a Second Language

The College supports English language learners by offering courses for college credit through the English as a Second Language (ESL) Department. Students work toward proficiency in reading, writing, and speaking skills. Course work ranges from the beginner level through the advanced level and prepares students to succeed in other college courses or in communities of their choice. Students are supported with tutoring services, a computerized language lab, and academic advising, all with a special attention to the needs of English language learners. Higher levels of ESL can be taken at the same time as other college courses upon the recommendation of an ESL advisor. Students take an ESL placement assessment to assist with proper placement into classes.

Proficiency in English as a Second Language Specialized Diploma

Policy: In order to earn the *Proficiency in English as a Second Language Specialized Diploma,* students must pass the following courses with a B- (80%) or better in each course:

- **ESLL114** Attention to Accent
- **ESLL131** ESL Writing IV
- **ESLL133** ESL Reading IV
- **ESLL137** ESL Speaking IV
- **ESLL138** ESL Vocabulary IV

Special Studies and Special Topics Courses

In some semesters the College offers special studies courses, of one to four credits, that are designed to give variety to the present curriculum and reflect current interests.

- Special Studies courses may be established for 1, 2, 3 or 4 credits and will have a course designation of 19X or 29X.
- The courses are entitled “Special Studies in (Departmental Name)”. On the schedule and the transcript, the name of the specific topic would be included after the course title, e.g. Special Studies in Economics – Econometrics.
- Students may apply a maximum of 12 credit hours of Special Studies toward a degree. Special Studies topics which are later approved as separate courses in substantially the same form shall not be counted toward this limit.
- A Special Studies course may be offered once, or upon the approval of the Dean, twice. A Special Studies course may not compete with an existing college course of equal description or another Special Studies course.
- In departments that do not already have Special Studies courses, the provision for such courses may be established within each department by means of a Curriculum Committee proposal submitted through normal channels.

- To propose a specific Special Studies course, follow the procedures listed below: The steps must be completed before the publication deadline for the schedule for the semester in which the course is to be offered.

- A faculty member wishing to offer a Special Studies course must submit a completed course outline to the Division Dean.
- After approval by the Dean, the course outline is considered by the appropriate cluster.
- The Cluster will decide the appropriateness of the offering and recommend to the Dean the semester of offering.
- The recommendations of the Cluster are forwarded by the Division Dean to the curriculum committee for approval.

Tuition and Fees

Please use the links below to access the following Northampton Community College cost information:

•Tuition & Fees

•Academic Fees

•Cost of Attendance

•First Day Digital Course Materials

•Other Fees

•Out of Pocket Expenses

Room and Board

A separate refund schedule applies to housing and meal plan charges. This schedule is published in the Residence Life Handbook and made available to students in the Office of Student Activities and Housing.

Please note that a drop or withdrawal does not absolve a student's financial responsibility for his/her educational expenses. The student is responsible for payment of charges outstanding after the drop or withdrawal is processed and charges are adjusted.

Financial Obligation

Payment for tuition and fees is due, in full, by the semester tuition due date published in the academic calendar. Financial aid must be under anticipated payments on the student account to be deducted from the balance due on the tuition and fees bill. Expected financial aid that is not listed on your student account by the tuition due date may not be deducted.

In order to receive a refund or adjustment of charges, a student must complete an official course drop during the stated refund periods. Failure to formally drop your classes during the refund period may cause you to be financially responsible for 100% of all charges.

The college reserves the right to cancel a student's registration if payment is not received by the tuition due date, however, this action is not guaranteed and students who are not dropped retain their registration status and remain 100% responsible for payment as charged. Students must complete a course drop by the refund deadline to ensure they are not held responsible for payment of tuition and fees. The fee will be imposed each time student is cancelled from classes for non-payment.

Students with outstanding financial obligations to Northampton Community College (NCC) including but not limited to tuition, fees, room and board, library materials, fines, loaned equipment, will have a hold on their account and may not be permitted to register for a subsequent semester, receive transcripts or grades, or participate in graduation until the hold is cleared.

NCC makes every attempt to contact each student to arrange satisfactory payment of the outstanding amount. If we have exhausted all efforts available to us and the debt is still outstanding, the unpaid account is referred to a private collection agency and reported to the national credit bureau systems and additional collection costs are added to the amount due.

After an account has been referred to private collection, the student is responsible for payment of all collection costs and attorney fees in addition to the original debt owed to NCC. Payment arrangements for amounts in collection must be made directly with the appropriate collection agency.

Student veterans who are fully funded through Veterans Readiness & Employment (Chapter 31) or Post- 9/11 GI Bill® (Chapter 33) will not be dropped for non-payment, assessed late fees, denied access to classes or other campus services, nor required to borrow money due to delayed disbursement of funding from the VA. Students may confirm Chapter 31 or 33 eligibility by providing a Certificate of Eligibility or a Statement of Benefits to the Military-Affiliated Student Services office, and the date the student provides such evidence is the starting date for the protections detailed above.

"GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

Course Drop, Withdrawal, Refunds, Class Changes, and Adjustments

Students who wish to drop or withdraw from either a course or the College must receive official authorization from the Records Office. Failure to drop or withdraw officially may result in the recording of an F grade. A student who is asked to leave the College for misconduct or delinquent attendance will receive no refund of tuition or fees.

Students who drop with the approval of the Records office prior to the date specified in the College Calendar, will be entitled to a 100 percent refund (or adjustment) of tuition and fees charged, less any amounts owed to the College for fines, returned checks and other charges and fees.

Refunds will be paid to the student according to their original method of payment with the exception of A) contractual third party payments – refund payable to third party named, and B) excess parent plus loan funds – refund payable to the parent unless designated otherwise. Refunds for amounts paid to NCC by check are not processed until 2 weeks after the payment was deposited.

Special Note to Financial Aid Recipients

In accordance with federal and state guidelines, a drop or withdrawal may reduce a student's financial aid award. As a result, the student may owe a balance to the College. Any amounts owed after adjustment of the financial aid award is billed to the student.

In the event of serious injury or illness which is certified by a physician, the student will be granted a full tuition credit, if that documentation is received at the time the student withdraws from the College. Such credit may be applied toward tuition costs only upon his or her return to the College. This credit will be cancelled if it is not used within a one-year period after the student has taken leave from the institution. Tuition credit will not be granted if a student received academic credit from courses in which he or she is enrolled.

Students called to involuntary active military duty may be eligible for a full tuition credit or full tuition refund upon receipt of the appropriate application and supporting documentation as specified at the time of withdrawal. Tuition refunds are subject to financial aid regulations.

Eligibility

To receive aid, a student must meet the following eligibility requirements:

1. 1. Be a United States citizen or eligible non-citizen with a valid social security number;
2. 2. Be enrolled in an eligible academic program;
3. 3. A high school graduate or have a recognized General Equivalency Diploma (GED);
4. 4. Be an undergraduate student who has not previously earned a bachelor's degree (for most types of aid);
5. 5. Not be in default on any previous student loan nor owe a repayment on an adjusted federal grant;
6. 6. Comply with Northampton Community College's Academic Progress Policy requirements.
7. 7. Provide consent and approval to have your or your contributors federal tax information transferred directly into your academic year FAFSA form the period July 1st to June 30th.

Satisfactory Academic Progress Policy for Financial Aid Eligibility

Federal regulations require students to maintain satisfactory academic progress toward the completion of their degree or certificate program in order to qualify for financial aid. This policy applies to any student entering or returning to NCC. A student's entire academic record for the current degree or certificate program is reviewed even when a student was not a financial aid recipient during prior enrollment. College-approved academic restarts are not considered when computing financial aid for satisfactory academic progress. Only courses required for your current degree or certificate program are eligible for financial aid consideration. The following requirements must be met to determine eligibility for federal financial aid (grants, loans, and work-study):

Important Definitions

Attempted Credits

•All credits in which you were registered at the end of the add/drop period which apply to your program of study, including those with grades of F, W, WP, WF, N, I, NC, X including all attempts at repeated courses

• All earned credits in your program of study (e.g. transfer credits, credits earned through prior learning, and PC grades)

*Special exception to completion rate calculations due to the COVID-19 Pandemic during Spring 2020:

The College will automatically exclude any courses from which the student has withdrawn during the Spring of 2020 due to COVID-19 from their completion rate calculation for the semester and will continue to exclude these semester withdrawals cumulatively in future academic progress evaluations. This only applies to COVID-19 related withdrawals after the date the president declared a national emergency: March 13, 2020, during the Spring 2020 semester

Earned Credits

- Courses taken as a part of your program of study that you have completed and have earned credit for
- Repeated courses where credit has been earned (with a grade of D or more or PC) may only be counted once
- Transfer credits
- Credits earned through prior learning (e.g. challenge exams, portfolio assessment, or CLEP/Advanced Placement)

Audited (AU) classes are not considered attempted or earned and are not eligible for financial aid.

Criteria

I. Minimum earned credits (completion rate)

You must successfully complete sixty-seven percent (67%) of all credits attempted in your program of study at NCC.

II. Minimum Cumulative Grade Point Average (GPA)

You must maintain a minimum cumulative grade point average based on the total number of credits attempted in your program of study including transfer credits.

Total Credits Attempted Including Transfer Credits	**Minimum Cumulative GPA Required**
<25	1.50
26-40	1.75
41+	2.0

III. Maximum Time Frame

For federal financial aid eligibility, students must complete their program within a maximum time frame not to exceed 150% of the length of the current degree or certificate. This includes all semesters of enrollment even if no aid was received. Once you attempt more than 150% of the credits that it normally takes to complete your current degree or certificate, you are no longer eligible for financial aid. Up to 30 credits of developmental courses (courses numbered below 100) and all English as a Second Language (ESL) coursework will be excluded from this calculation.

Example:

Length of Program	Maximum Time Frame
60-credit program	90 credits attempted
30-credit program	45 credits attempted

Evaluation

An evaluation of academic progress will be done after the end of each semester or when students reapply for financial aid. If you do not meet the requirements, you will be notified via NCC e-mail and messaging within the financial aid portal upon review of grades

Financial Aid Policy: Falling below financial aid academic progress standards

Financial Aid Policy: Academic Progress Appeal Process

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Veteran's Benefits

We are proud to be a Veterans Administration (VA) approved Institution of Higher Learning (IHL). Our Military-Affiliated Student Services Office is a resource for military-affiliated students that may pertain to the VA, military funding for education, EAP, FTA, and MYCAA. The School Certifying Official (SCO) will act as the liaison between you and the Department of Veteran Affairs. The SCO will submit a certification of enrollment to the VA for your VA Education benefits and other VA benefits programs. It is the student's responsibility to notify the SCO in the Adult & Military-Affiliated Student Services Office of enrollment, changes in enrollment, termination of student status, and /or changes of address and phone number. Failure to do so may delay or jeopardize current or future benefits.

To maintain your eligibility for VA Education Benefits and Financial Aid, students must maintain good academic satisfactory progress. Satisfactory academic progress per federal guidelines in the categories of GPA (grade point average) and CR (completion rate). This means you must complete a minimum of 67% of all credits attempted and maintain a GPA of 2.0 or better. Progress information is available from the Military-Affiliated Student Services Office or the Financial Aid Office.

Students are responsible to meet with their academic advisors to ensure courses selected are a requirement for their selected program of study. VA Benefits will not be processed for courses that are not required.

Military-Affiliated students can use the 'Veterans' Benefits Application Checklist' to review the steps required at NCC which is available online at www.northampton/military-affiliated. If a student had indicated they are military-affiliated on their initial application 'Workday' will prompt an automatic benefits request form for students to upload supporting documents and request to use benefits. If you do not receive the military benefits request form, please email veterans@northampton.edu The benefits form must be completed every semester before registering for classes. Upon completion of the benefits request form, students will need to agree to the NCC certification policy and will be added to the "Military-Affiliated Student Services Blackboard Page".

Questions may be directed to the Adult & Military-Affiliated Student Services Office at 610.332.6097

PA Act 11 – Discounts for Veterans, Military Personnel, and their Dependents

As required by PA Act 11 of 2015, Veterans and Military Personnel, their spouses, and/or dependent children may be eligible for reduced tuition and fees rates as outlined below.

1. Veterans, their spouses, and/or dependent children, who reside in the Commonwealth of PA will be granted a tuition rate equivalent to the local sponsorship rate. For purposes of this policy, a veteran student is defined as an individual who: (a) Served in the United States Armed Forces, including a reserve component or National Guard, and was discharged/released from service under conditions other than dishonorable; or one who is an active-duty service member; and (b) Resides in Pennsylvania while enrolled at Northampton Community College.

2. Active military personnel, their spouses, and/or dependent children, who are enrolled in online (distance) classes, and who reside outside of the Commonwealth, will be granted a tuition rate equivalent to our Commonwealth of PA rate.

3. Any individual who receives VA education benefits under chapters 30,31,33,35, or 1606, and who resides outside of the Commonwealth, will be granted a tuition rate equivalent to our Commonwealth of PA rate.

4. Civilian personnel who work at a Department of Defense facility in the Commonwealth of PA, their spouses, and or dependent children, will be granted a tuition rate equivalent to the local sponsorship rate.

Those who qualify for reduced rates, as outlined above, are exempt from the 90-day residency waiting period but must provide both proofs of service and proof of residency before the start of the semester for which reduced rates are to be granted. Proof of Service must be documented with a DD214, current military ID, and/or VA Certificate of Eligibility. Spouses and dependents must also provide either military ID, VA Certificate of Eligibility, or other proof of connection to the veteran or military personnel with a Birth Certificate or recent IRS 1040. Once the current semester has ended, the reduction cannot be applied for an adjustment. Future terms only will benefit from the reduction to student accounts

Federal Financial Aid Recipients Who Withdraw

The 1998 Reauthorization of the Higher Education Act requires the College to calculate a return of federal student aid funds for students who withdraw (officially or unofficially) from all classes on or before the 60 percent attendance point of the semester. Using the Federal formula, the percentage of the semester attended is used to calculate the amount of the student's earned versus unearned federal student aid funds. The number of calendar days spent attending classes is divided by the number of calendar days in the semester. The unearned portion of federal student aid funds will be returned to the appropriate aid program. Funds are returned in the following order:

- Unsubsidized Direct Loan
- Subsidized Direct Loan
- Parent Loan for Undergraduate Students (PLUS)
- Pell Grant Program
- Supplemental Educational Opportunity Grant (SEOG)

Students receiving financial aid who withdraw from all of their classes may not receive further financial aid disbursements, may lose some or all of the aid that has already been disbursed to their account and are responsible for payment of any balance due after the required return of unearned federal student aid funds. Students who stop attending all classes without officially withdrawing will be subject to the return of federal funds at the end of the semester based on the 50 percent point of the semester.

PHEAA State Grant Academic Progress Policy

Note: State grant eligibility is based on standards set by the Pennsylvania Higher Education Assistance Agency (PHEAA). Institutional appeals do not cover State grants. Loss of State grant eligibility may be appealed directly to PHEAA in cases of illness or death in the family.

A student is required to successfully complete a minimum of 6 credits per semester for each part-time State grant received and a minimum of 12 credits per semester for each full-time State grant received. Credits earned for repeat courses that were previously counted when State grant progress was verified cannot be counted again. Failures to meet the minimum credit requirements mean that a student is not eligible for further State grant aid until that student has successfully completed the required number of credits.**Example**

Grant	Minimum required credits earned per semester
Part-time Grant	6
Full-time Grant	12

A student is eligible for 4 semesters of full-time grants (or the equivalent) at a two-year institution.

Full-time students progressing at the rate of only 24 credits per year (or the equivalent), while meeting the minimum State grant progress standard, will utilize all of their State grant eligibility before completing their program.

Note: PHEAA (PA State Grant) - Students taking more than 50% of their semester credits online may not qualify or may be eligible for a reduced PA state grant award. PHEAA also has a Remedial Course Exception Policy which limits the number of developmental courses considered for State grant eligibility. For further information please check the NCC Web site under Financial Aid / Types of Aid / Grants and Scholarships / Grants / Pennsylvania State Grants. You can also contact PHEAA at 1-800-692-7392 or www.pheaa.org.

Foundation Scholarships

To encourage and assist students, NCC also offers scholarships from over 300 different scholarship funds for students who meet the awards' requirements. Funds for scholarship assistance are provided through the efforts of the Northampton Community College Foundation and the generosity of alumni, community leaders, local employers and friends of the College.

The NCC Foundation, established in 1969 as a private, non-profit corporation to support educational programs and activities that cannot be funded through the College's regular income sources, enables NCC to provide more private scholarship support than any other community college in Pennsylvania.

Students must complete a general scholarship application and be registered for 6 or more credits to be eligible. More details about the foundation scholarships process and a link to the scholarship application can be found at: **https://www.northampton.edu/scholarships**

Admissions Policy

The College will admit all applicants who are high school graduates (from a regionally-accredited or state Department of Education recognized school), General Educational Development (GED) recipients, or home-schooled students who have completed senior level curriculum.

In addition, adults who are not high school graduates will be admitted if they are 18 years of age or older or if they give evidence of being able to benefit from courses offered by the College. Students not meeting any of the previous criteria may be considered for admission on an individual basis.

Acceptance to the College does not ensure admission into all academic programs. Students who do not meet the College's academic standards or those who do not meet special admissions requirements will not be accepted into selective programs. Satisfying minimum special program requirements for selective admission programs does not guarantee admission into special programs.

Note: State and federal regulations prohibit students who have not earned a high school diploma (from a regionally-accredited or state Department of Education recognized school) or GED from receiving any form of federal or state financial aid.

How to start:

Below are the items that must be completed if you intend to earn a degree, certificate or specialized diploma on a full-time or part-time basis.

1. Submit a completed application online at **www.northampton.edu**.
2. Official high school, GED, home school record, and college transcripts (if applicable) are required if you are applying for a selective program and/or if you are applying for financial aid. The documents must be official and sent directly from the institutions to transcripts@northampton.edu or by mail to Northampton Community College, Records and Registration Office, 3835 Green Pond Road, Bethlehem, PA 18020.
3. To receive transfer credits, an official college transcript must be submitted. Credits for which a student received a grade of C or better, and which apply to a student's program, will be accepted as transfer credits. Only credits from institutions that have regional accreditation or are recognized by the American Council on Education (ACE) are acceptable. Starting in Spring 2015, NCC will review transfer credits from non-regionally accredited colleges on a case-by-case basis per student request.
4. Special requirements for certain programs are listed within this catalog or on the "Health Sciences Admission Requirements" page of the NCC website.
5. Students who wish to audit a course must submit a completed application form.

College Success Policy for New Students

All new students are required to enroll in COLS101 College Success.

- New students enrolling full-time are recommended to take COLS101 in their first semester.
- New part-time students are recommended to take COLS101 before completing 15 credits.

Students exempt from taking COLS101 include:

- Students entering NCC with a post-secondary associate degree or bachelor's degree.
- Students entering NCC who have successfully completed, with a grade C or better, an equivalent college success or freshmen seminar course at another college.
- Students entering NCC who have successfully completed 12 college credits (or equivalent) and cumulative GPA of 2.0. Credits do not need to be applicable to program of study but cannot be from developmental education or ESL classes
- Students who have completed COLS150 Skills for Academic Success.
- Students who have successfully completed ENGL027 Writing Skills Workshop
- Students enrolling in a 6 or 9 credit NCC specialized diploma

New Student Orientation

All students new to Northampton Community College who wish to enroll in degree, certificate, or specialized diploma programs must complete an orientation program prior to registration.

Concurrent and Dual Enrollment for High School and Home School Students

Dual enrollment students from participating high schools may enroll in College courses as specified by each high school. Enrollment eligibility requirements vary by school district and are available in each high school guidance office and NCC's Admissions Office.

Concurrent enrollment students may enroll in one or two classes at NCC if they are seniors in high school or in the last year of a home school curriculum and have demonstrated the academic ability to benefit from course offerings at the College. All students must have approval of their school districts. Final decision to admit a concurrent enrollment student rests with the College.

Students who are in academic difficulty or have been expelled or dropped out of high school are not eligible for concurrent enrollment. Such students will fall under the regular College admissions policy, which requires students to be 18 years of age and give evidence of being able to benefit from courses offered by the College.

All requests for concurrent and dual enrollment are processed through the NCC Admissions Office.

International Students

Any student who is or intends to be in the United States with an F1 student visa is considered an international student. Before the Form I-20 can be issued, the following must be submitted to the Office of International Student Services: International Student Application Requirements~~[MD1]~~.

Preferred deadlines to complete all application requirements are July 1 for Fall semester and November 15 for Spring semester.

For more information, please email International@northampton.edu or call 610-861-4157.

Selective Health Professions Programs

Certain programs in the College's School of Health Professions & Science require students to meet specific admissions criteria before they are eligible to enroll.

These programs include:

- Dental Hygiene
- Diagnostic Medical Sonography
- Funeral Services
- Nursing - LPN, RN, and RN Advanced Placement
- Radiography
- Respiratory Care
- Veterinary Technician

For additiona information, visit the Health Professions Admissions Requirement webpage.

Academic Standing & Progress

Northampton Community College is committed to the academic success of every student. Students' Grade Point Average (GPA) will be monitored and communication will be issued when a student is not in good academic standing.

Academic standing is determined by the standards for academic progress listed below. Eligibility to graduate with a certificate, diploma, or degree requires a minimum cumulative GPA of 2.0 in all course work applicable towards graduation. A student is in Good Standing when the GPA is 2.0 and higher.

Academic Progress Table

Attempted Credits	Good Standing	Academic Notice	Academic Warning	Academic Suspension
1-18	2.0	1.50-1.99	0.00-1.49	----------
19-25	2.0	1.50-1.99	1.00-1.49	0.00-0.99
26-40	2.0	1.75-1.99	1.25-1.74	0.00-1.24
41 and up	2.0	----------	1.50-1.99	0.00-1.49

Students who fail to make satisfactory academic progress as defined by the Academic Progress Table will be placed on Academic Notice, Academic Warning or Academic Suspension.

Academic Notice

Students placed on Academic Notice will receive notification from the Academic Progress Coordinator informing them of their academic standing. The student will have an advising hold placed on their registration and must meet with their assigned Academic Advisor to remove the hold and select classes.

Academic Warning

Students placed on Academic Warning receive notification from the Academic Progress Coordinator or Dean of Students informing them of their academic standing. The student will have an advising hold placed on their registration and must meet with their assigned Academic Advisor or an Academic Progress Counselor to select courses and remove the hold. Based on the meeting and the review of the academic record, the Academic Advisor/Academic Progress Counselor and the student will create an academic success plan that will include any recommendations and restrictions. Recommendations or restrictions may include limiting the number of credits that may be attempted in a semester (no more than 13 credits), limiting the types of courses they take, and requiring the student to take specific courses.

Academic Suspension

Students who fail to make satisfactory progress as defined by the Academic Progress Table will be placed on Academic Suspension. Additionally, students who remain on Academic Warning for more than four consecutive semesters will be placed on Academic Suspension. Students on Academic Suspension will receive notification from the Academic Progress Coordinator or Dean of Students informing them of their academic standing.

Students may continue enrollment if the student initiates the Alternative to Academic Suspension process. To initiate this process, students must meet with their Academic Advisor or an Academic Progress Counselor to establish an academic contract no later than 4 weeks prior to the start of the fall semester and one week prior to the spring semester. The contract may include part-time status, repeating failed courses, enrolling in a study skills course and other requirements deemed necessary for success. The contract will require the student to successfully complete all credits attempted and achieve a semester grade point average of at least a 2.0 to continue enrollment at the College. The contract remains in place until the student's total GPA rises above the Academic Suspension level.

Students who are not successful in the Alternative to Academic Suspension program or do not initiate the Alternative to Academic Suspension process by the deadline will be administratively removed from any registered courses and suspended for one major semester (fall or spring). Students who are suspended more than once must serve a one-year suspension (fall and spring semesters).

Policies: Academic Recognition: Dean's List

Dean's List

Students who complete a minimum of six credit hours per semester, and who earn a semester grade point average of 3.50 or higher, will be recognized on the Dean's Honor List for academic achievement. Dean's List is recognized at the end of the fall and spring semesters.

Graduation Honors

Students who complete a minimum of 30 credits hours of coursework in the graduation major at Northampton, and have a graduation grade point average of 3.50 or higher in any degree, certificate or specialized diploma will be graduated with honors. The graduation grade point average includes only those courses used toward the graduation major.

Academic Restart Policy

The Academic Restart policy is intended for students who attended NCC in the past and compiled an unsatisfactory academic record. This one-time-only option allows students to redirect their academic goals and permits students to reset the NCC Grade Point Average and the Cumulative Credits earned.

Eligibility is determined by:

- The student has not enrolled at NCC for at least three (3) consecutive academic years and has not earned an NCC degree.
- The student has a previous cumulative grade point average below 2.0.
- The student has not been granted the Academic Restart previously.
- The student has earned a grade point average of 2.0 or higher in a minimum of 12 credits since returning to NCC.

The previous record will remain on the transcript; however, it will not be used in the computation of the new grade point average. Students may use non-developmental level courses they completed with a grade of C or better prior to Academic Restart toward completion of graduation requirements, but grades for these courses will not affect grade point average calculation.

Interested students must complete an application and meet with a member of the Advising Office. A student's request for academic restart will be voided if 12 credits are not earned after four (4) semesters.

Academic Restart will be recorded on the student's transcript upon certification by the Advising Office.

Note: Given federal and state student aid regulations, the student is not relieved of academic progress requirements for financial aid eligibility, even if restart approval is granted. Some colleges will not accept courses prior to Academic Restart.

ADA Policy and Complaint Procedure

Background

Northampton Community College (NCC) welcomes qualified students with disabilities and endorses the principles of nondiscrimination and reasonable accommodation as described in Section 504 of the Rehabilitation Act of 1973 (504), the Americans with Disabilities Act and the Americans with Disabilities Amendments Act of 2009 (ADAA). The College prohibits discrimination against a person on the basis of disability or who has a history or record of such impairment or is regarded as having such impairment as well as persons who are associated with a disabled person. This procedure applies to complaints alleging disability discrimination carried out by students, faculty and staff, and third-party vendors.The College's Section 504 Coordinator handles complaints and appeals of accommodation decisions and allegations of discrimination on account of disability. The Section 504/ADA Coordinator is Karen Angeny, Chief Human Resources Officer. She may be reached at 610.861.5460 or **kangeny@northampton.edu**.

Procedures for Complaints of Discrimination Based Upon a Disability

If a student feels that he/she has been discriminated against based upon a disability by another student, faculty or staff or a third party, a complaint should be filed with the ADA/Section 504 Coordinator who will conduct an investigation of the allegations in the complaint. If the report alleges misconduct by the ADA/Section 504 Coordinator, then the report should be made to the President. Within fifteen (15) days the ADA/Section 504 Coordinator will initiate an impartial, adequate, and reliable

investigation. In determining whether the alleged conduct constitutes discrimination, the totality of the circumstances, the nature of the conduct and the context in which the alleged conduct occurred will be investigated. The individual accused of discrimination will be advised of the allegations, the source of the complaint, and then given the opportunity to respond to the allegations. Parties are allowed to present witnesses and other evidence during the investigation Within 60 days from the date that the complaint was received, the ADA/Section 504 Coordinator, or designee, will prepare a written report, unless additional time to complete the investigation is required. The report will include findings with respect to whether discrimination occurred. If an investigation cannot be concluded within 60 days, the appropriate parties will be advised and a projected conclusion day will be announced. Should cause be found to support the allegations, the ADA/Section 504 Coordinator will identify appropriate remedial actions which may include disciplinary action up to and including termination, and he/she will report those recommendations to the person responsible for the division/ department in which the alleged discrimination/harassment occurred. The College will also take steps to prevent the reoccurrence of any discrimination/harassment and to correct its discriminatory effects on the complainant and others if appropriate. Within 15 days from the date that the report is prepared, the ADA/Section 504 Coordinator will provide notice to both parties of the findings, including the findings with respect to wrongdoing, and the outcome resulting from the complaint, including the final remedial actions and the basis for the decision. The notice provided will include the procedure to appeal.

Appeals of Results of Complaints of Discrimination Based Upon a Disability

Both parties may file an appeal if there is a disagreement with the findings and/or remedies of the complaint. An appeal must be made in writing. All appeals must be filed with the President or his/her designee within 10 working days of the receipt of the Coordinator's decision. The appeal must state why the appellant believes the result and conclusion is unsatisfactory. The President or his/her designee shall review the record and investigate further if deemed necessary. Within 30 working days of the date of the filing of the appeal, all parties will receive notice of the President's or his/her designee's decision in writing. The President's or his/her designee's decision will be final and binding on all parties.

Confidentiality

All actions taken to investigate and resolve complaints through this procedure shall be conducted with as much privacy, discretion and confidentiality as possible without compromising the thoroughness and fairness of the investigation. All persons involved are to treat the situation with respect. To conduct a thorough investigation, the investigator(s) may discuss the complaint with witnesses and those persons involved in or affected by the complaint, and those persons necessary to assist in the investigation or to implement appropriate disciplinary actions.

No Retaliation for Filing a Complaint

Retaliation against any individual for making a complaint of disability discrimination, or for assisting in the investigation of such a complaint is a violation of this policy and will not be tolerated. Any acts of retaliation will be subject to appropriate disciplinary action, such as but not limited to reprimand, change in work assignment, loss of privileges, mandatory training or suspension and/or immediate termination.

Academic Honesty - Policy and Appeal Procedure

Northampton Community College considers honesty to be essential to the learning experience. Academic honesty is one of the values that we expect members of the NCC community will apply in their work on this campus and take into their lives beyond NCC. Violations of academic honesty harm the learning experience and violate the expectations and values that the NCC community embraces. We expect all members of the NCC academic community to conduct themselves and their work ethically and honestly.

Student Responsibilities

- Students are solely responsible for their work and for making sure that their work represents their own honest efforts to meet the goals of the course.
- They are responsible for showing that the work they present is theirs in whatever ways are deemed appropriate by the faculty for the course.
- They are responsible for learning and following the policies and expectations of the college and for understanding the consequences of actions that violate the policy on academic honesty.

Faculty responsibilities

- Faculty members are responsible for demonstrating academic honesty in their work.
- They are responsible for making their expectations related to academic honesty clear to their classes including which activities and resources are allowed and the consequences for violations in their courses.
- They are responsible for communicating violations of the academic honesty policy to students and their division Dean and to the Associate Dean of Student Life (Bethlehem) or the Associate Dean of Student Services (Pocono).

Academic Honesty Violations

Violations of the academic honesty policy include any actions that attempt to gain academic credit for work that does not represent the student's own efforts and knowledge. They include, but are not limited to the following situations and examples:

- **Cheating on examinations and quizzes -**
    - Using notes, materials, and/or mechanical, electronic or technological devices not authorized by the instructor during examinations or quizzes.
    - Providing or receiving help on an examination or test in a manner not authorized by the instructor.
    - Buying, selling, improperly obtaining, or using any assignments, tests, or examinations that were completed by others.
    - Taking an exam or quiz for another student and/or allowing another student to take an exam or quiz in one's place.
    - Altering or adding answers on exercises, exams, or quizzes after the work has been graded.
- **Plagiarizing –**
    - Using the ideas or words of others without appropriate quotation and documentation that acknowledges the source or sources -- in other words, presenting someone else's work as one's own.
    - Copying, exact words, phrases or sentences without quoting and giving credit to the source.
    - Using a paraphrased version of the opinions, work, or ideas of others without giving credit.
    - The wrongful appropriation of all or part of someone else's literary, artistic, musical, mechanical, or computer-based work.
    - Submitting AI-generated content as one's own original work without proper citation or acknowledgement.
    - Copying all or part of an assignment, (a research paper, lab report, or workbook) from another person or resource and presenting it as one's own work.

- Purchasing an assignment and submitting it as one's own work.
- Falsifying or inventing information, data or research material. Altering or forging records or submitting false records as part of course work or making false statements, excuses, or claims to gain academic credit or influence grading.
- Listing sources that were never consulted.
- Gaining unauthorized access to another person's or the College's computer system or tampering with or copying programs, files, data or access codes associated with coursework.
- Tampering with or damaging the work of others or preventing others from completing their own assignments.
- Self-plagiarizing: the practice of submitting one's own previously submitted work as new; or of submitting the same work to different classes that one is enrolled in. Reworking a previously submitted work, or submitting similar work to different classes may be an option only with the explicit permission of the current professor(s).

Penalties

When a faculty member believes that a student has committed acts that violate the academic honesty policy, he or she will advise the student of the offense and the penalty imposed.

A faculty member may apply one of the following penalties:

A written warning with the requirement that the assignment be redone within the instructor's specified time. Faculty members are encouraged to report the incident and action to their division Dean and to the Associate Dean of Student Life (Bethlehem) or the Associate Dean of Student Services (Pocono) using online Academic Honesty Violation Form.

A failing grade for the assignment or test. Faculty members are encouraged to report the incident and action to their division Dean and to the Associate Dean of Student Life (Bethlehem) or the Associate Dean of Student Services (Pocono) using the online Academic Honesty Violation Form.

An "F" grade for the course.

- If a faculty member issues an "F" grade in the course as a penalty for academic dishonesty, he or she must send a written report of the instance of cheating or plagiarism and the action taken to the division Dean and the Assistant Dean of Student Life (Bethlehem) or the Associate Dean of Student Services (Pocono) using the online Academic Honesty Violation Form.
- If the faculty member has given an "F" grade for the course as a penalty for a violation of academic honesty, a student may not withdraw from the course while the matter is under appeal or if it is resolved that the "F" grade stands.

The College may apply the following penalty:

The College affirms the right to revoke a previously awarded degree due to subsequent discovery of academic dishonesty by the student, clerical error by the college, or revocation of credit from institutions of academic accreditation.

Appeal procedure-charges of academic dishonesty

If a student wishes to appeal a charge of academic dishonesty or the penalty imposed, the student should follow these steps:

Step 1

- If the student wishes to respond to the accusation and penalty of the F grade, they must make an appointment and meet with the faculty member at a formal meeting within ten week days of the notification when the college is in session
- If the student and faculty member accept a specific resolution offered by either of them, the matter shall be considered closed and the outcome documented in Maxient.
- If such a resolution cannot be reached, the student may formally appeal the action of the faculty member within three week days after the meeting with the faculty member. Appeal of Charges of Academic Honesty Violation Forms and procedures will be available in the Office of the Provost & Vice President, Academic and Student Affairs.
- While an appeal is in process, the student may not withdraw from the course.

Note: working day is defined as any day when a full schedule of classes are in session (this excludes Saturdays and Sundays).

Step 2

- Within three week days of the meeting with the faculty member, the student may request in writing that the appropriate dean call a meeting to include the student, faculty member, and program director, if any, within five working days.
- After this meeting, the dean will send all parties involved a written recommendation within three week days.
- Students who do not agree with the recommendation in Step 2 may appeal to the Academic Appeals Committee within three week days. This appeal must be submitted, in writing, to the Provost & Vice President, Academic and Student Affairs.

Step 3

- Students initiate appeals to the Academic Appeals Committee (within three days of notification of outcome of Step 2) by requesting a hearing through the Office of the Provost & Vice President, Academic and Student Affairs. A hearing will be scheduled as quickly as possible and all parties to the appeal will be informed of the date, time, and place of the meeting. The faculty member will delay recording the grade for the work in question until the appeal is decided.
- The Academic Appeals Committee will decide whether evidence sustains or does not sustain such charges of academic dishonesty and whether the penalty is consistent with the faculty member’s stated policies on their syllabus. A decision will be recommended to the Provost & Vice President, Academic and Student Affairs, whose decision is final unless different from the recommendation of the committee. In such cases, the student may appeal to the College President whose decision is final.

- If evidence does not sustain such charges in the opinion of the committee and the Vice President for Academic Affairs, all records in the student's file related to this charge will be expunged. If evidence does sustain the charges and the appeal relates to the penalty, the committee may recommend the following actions: a. The assigned penalty will be supported. b. The faculty member may be asked to reconsider the penalty in question.
- Provost & Vice President, Academic and Student Affairs will communicate in writing a decision to the student, faculty member, and Dean of Students no later than three week days after the hearing.

Recurring violations of Academic Dishonesty

If the student is reported to have violated the Academic Honesty Policy repeatedly, the Associate Dean of Student Life (Bethlehem) or the Associate Dean of Students (Pocono) shall request the Discipline Committee to consider the student's dismissal from the college.

Academic Appeals

Appeals of grades, appeals of penalties for academic dishonesty, and appeals of actions related to the policy on Professional Conduct, will begin informally through discussion between the student and the faculty member involved and will proceed, if continued, through a series of formal steps culminating in a hearing before an Academic Appeals Committee, which will present its findings and recommendations for a decision to the Vice President for Academic Affairs. No final recommendation can be made without a quorum. The decision of the Vice President for Academic Affairs will be final, unless it differs from that of the committee; in such cases, the student may appeal to the President, whose decision is final.

The appeals procedure is a student-motivated one; the responsibility to keep the action in progress rests primarily with the student.

Policies: Appeals: Academic Appeals Committee

Academic Appeals Committee

The Academic Appeals Committee reviews matters related to appeals of grades, appeals of penalties for academic dishonesty, appeals of actions related to the policy on professional conduct, and waivers of graduation requirements. The Academic Appeals Committee shall be composed of the following: 5 full-time faculty members (at least two shall teach at the Monroe campus) elected to a two year term at large from Academic Affairs, one Student Services faculty member elected by that cluster, and four students (at least 2 shall attend classes at the Monroe campus) appointed for a one year term by the Student Senate and/or Monroe Student Governance.

A quorum shall consist of the following: 7 persons - including 3 faculty members, 2 students, one student services faculty member and a dean (appointed by the President to hear the case). The Registrar may be asked to attend as an ex-officio member.

Appeals Not Covered Under Other Policies

Students may appeal a decision made by an administrator responsible for a department or division to the Vice President for Academic Affairs or Vice President, Enrollment & Student Affairs. The Vice President's decision will be final unless stated otherwise in specific College policy.

Attendance Policy

Class attendance during the learning process is critical for student success. Northampton Community College students are expected to attend all class sessions and participate in courses in which they are enrolled and are responsible for all material presented in class sessions or in online activities for these courses.

Verification of attendance involves instructors confirming that students have begun participation in NCC courses. Instructors are required to verify attendance by the final drop deadline for the course. Refer to the academic calendar for specific dates based on course start date and length.

Attendance at NCC is defined as:

- Attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where there is an opportunity for interaction between the instructor and students;
- Submitting an academic assignment;
- Taking an assessment or an exam;
- Participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction;
- Participating in a study group, group project, or an online discussion that is assigned by the institution; or
- Interacting with an instructor about academic matters.

Logging into an online class or online tutorial without any further participation does not count for attendance.

After the verification of attendance is complete, students are still expected to attend and participate in courses in which they are enrolled. If a student misses 15% of an on-campus class or does not participate in 15% of academic activities, as defined above, in a virtual course, they may be withdrawn by the instructor.

Clinical and lab courses may have a different attendance policy and it will be so noted on each syllabus.

Audit Policy

A student may apply to audit a course. Auditing students are not required to take examinations and do not receive grades or earn credits for the class.

Enrollment for the purpose of auditing shall be on a space available basis. Priority in class enrollment shall be given to students desiring to take courses for credit; therefore enrollment for audit purposes will only be permitted during the first week of the semester. Auditors must be eligible for admission to the College. A student can only audit a course one time.

Auditors pay standard tuition and fees. The student should identify himself to the instructor as an auditing student and discuss parameters of participating in classroom discussions. If a student wants to change from audit to credit, all prerequisites must be met. The change must be made by the end of the refund period for that course with the consent of the instructor. Instructors may request of the Vice President, Enrollment & Student Affairs that an auditor be officially withdrawn from the course if the auditor is interfering with the learning process.

Class Load

A minimum full-time class load is 12 credit hours. All students with fewer than 18 earned cumulative credit hours or a cumulative GPA of under 2.0 must have approval from an academic advisor to register for classes. In certain academic programs, students with 18 or more earned credit hours and a cumulative GPA of 2.0 or greater may also need approval from an academic advisor to register for classes. Students will not be allowed to take more than 19 credit hours for either the fall or spring semester, or more than 13 credit hours in the summer, or more than 7 credit hours in the winter unless required by their academic program. Students may seek approval to override these credit thresholds.

Completing an Associate's Degree in Two Years

The number of credit hours that a student must carry in order to complete a program within a two-year period will vary depending upon his or her academic program. Consult the Catalog program description for the variation in credits required by each program. Students who elect to pursue a minimum full-time load (12 credits) each semester cannot graduate in two years unless they complete a significant number of credits during summer sessions. If students must take developmental courses, it will take more than two years to complete a degree. Students are encouraged to review all this information with their academic advisor and to discuss the option that presents the strongest opportunity for academic success.

Classification of Students

Students attending the College will be classified as follows:

- **Freshman:** Successfully completed fewer than 24 credit hours
- **Sophomore:** Successfully completed 24 or more credit hours

Course Credit Policy

Each course that offers academic credit is assigned a credit value based on the number of scheduled student contact hours and the type of teaching modality used to deliver the course. The college defines a semester credit hour as a unit of coursework equivalent to:

1. 55 minutes of lecture instruction and student engagement per week for 14 weeks, or
2. a laboratory comprised of 2-3 hours weekly of structured laboratory learning involving the faculty and the student for 14 weeks, or
3. up to 75 hours of internship or fieldwork for 14 weeks.

For courses offered on a schedule different from the 14 week schedule, the associated instructional time (typically 2250 minutes for a three credit course) is distributed evenly over the scheduled weeks of the course. The credit value for each course is displayed as a number ratio following the course title and credit assignment. The first digit indicates the weekly lecture hours; the second digit indicates the weekly laboratory hours; the third digit (where appropriate) indicates the number of weekly experiential learning hours (clinical, internship, practicum, etc). Courses are designed such that students should expect to study a minimum of two hours outside of class for every hour of classroom or direct faculty instruction.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy

Discrimination, Harassment, and Sexual Misconduct Policy

Policy Statement

Policy Statement: Members of the NCC community, guests and visitors have the right to be free from sexual discrimination, harassment and misconduct. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. When an allegation of misconduct is brought to an appropriate administrator’s attention, and a Respondent is found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. This policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. This policy is intended to define community expectations and to establish a mechanism for determining when those expectations have been violated.

Northampton Community College is committed to providing a learning, working and living environment that promotes personal integrity, civility and mutual respect in a place free of discrimination on the basis of sex; which includes all forms of sexual misconduct. Sex discrimination violates an individual’s fundamental rights and personal dignity.

Northampton Community College considers sex discrimination in all its forms to be a serious offense. This policy refers to all forms of sex discrimination, including but not limited to: sexual harassment, sexual assault, sexual misconduct, sexual violence, domestic violence, dating violence and stalking by employees, currently enrolled students, or third parties.

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in educational programs and activities that receive federal financial assistance. To ensure compliance with Title IX and other federal and state civil rights laws, the College has developed policies and procedures that prohibit sex discrimination in all of its forms.

In accordance with Title VI and Title VII of the Civil Rights Act of 1964 and other applicable state and federal laws, Northampton Community College does not discriminate on the basis of race, color, age, gender, sexual orientation, gender identity, religion, national origin, veteran status, disability, genetic information, pregnancy or pregnancy-related medical conditions, or any other basis of prohibited discrimination in its programs and activities. This policy extends to employment, programs and admission to the College.

This policy applies to all faculty, staff, students, and visitors. It also governs student-on-student sexual discrimination, including sexual assault, occurring on campus and, in certain limited contexts, off campus.

Persons who experience discrimination, harassment, or sexual misconduct may respond to the experience in many different ways, including feeling confused, vulnerable, out of control, embarrassed, angry, or depressed. The College provides a variety of resources to assist individuals who have experienced discrimination, harassment, or sexual misconduct to address the effects of the incident and to help them determine whether and how to make a formal complaint about the incident. Additional resource-

related information can be found in Section VIII.

All reports of discrimination, harassment, and/or retaliation shall be promptly made to the Title IX Coordinator as appropriate (or one of the designated Deputy Coordinators). Employees asserting claims of discrimination pursuant to Title VI, VII or ADA/504 must notify the Director of Human Resources of his/her complaint within five (5) Business days of having knowledge of the action(s) that gave rise to the compliant.

Deputy Coordinators and/or Investigators will be appointed by the Title IX Coordinator in consultation with President's Cabinet as appropriate. Reporting responsibilities are described in Section III below for those individuals who become aware of incidents involving discrimination, harassment, or sexual misconduct. Additionally, a Reporter's options for reporting are addressed more specifically in Section IV below.

I. Prohibited Conduct

II. Scope/Jurisdiction/Application

III. Reporting Responsibilities

IV. Complaint Resolution Process

V. Remedial Actions

VI. Statement of Rights for Reporting and Responding Parties

VII. Records

Appendix

Good Samaritan

Risk Reduction Tips

Sexual Offense Educational Programming

Federal Enforcer

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: I. Prohibited Conduct

I. Prohibited Conduct

A. Discrimination

Northampton Community College adheres to all federal and state civil rights laws banning discrimination in public institutions of higher education, including, but not limited to, Title VI and Title VII of the Civil Rights Act of 1964. The College prohibits discrimination against any employee, applicant for employment, student or applicant for admission, and/or any beneficiary of a program or facility offered or provided by the College, on the basis of any protected class. Protected classes include: age, color, creed, disability, ethnicity, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, veteran or military status, or any other protected category under applicable federal, state, or local law, including protections for those opposing discrimination or participating in any complaint process on campus or with other human rights agencies.

This policy covers discrimination in employment and in access to educational opportunities, programs, and/or College facilities. Discrimination is defined as adverse treatment of an individual based on that individual's membership in one or more of the protected groups listed above. Therefore, any member of the campus community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, housing and/or social access, benefits, and/or opportunities of any member of the campus community on the basis of their actual or perceived membership in the protected classes listed above is in violation of the College policy on discrimination. All College employees shall report all suspected incidents of discrimination or harassment (see Section III. Reporting Responsibilities). When brought to the attention of the College, any such discrimination will be appropriately remedied according to the procedures outlined in this policy.

When brought to the attention of the College, any such discrimination will be appropriately remedied according to the procedures outlined in this policy.

B1. Harassment

This policy prohibits any form of harassment, including bias-related harassment, on the basis of actual or perceived membership in a protected class, by any member or group of the campus community, which unreasonably interferes with an individual's work or academic environment.

This environment may be created by verbal, written, graphic, threatening and/or physical conduct that is sufficiently severe, persistent, or pervasive so as to interfere with, limit, or deny the ability of an individual to participate in or benefit from educational programs or activities or employment access, benefits, or opportunities. Merely offensive conduct and/or harassment of a generic nature not on the basis of membership in a protected class may not result in a violation of this policy but may be addressed through education and/or other resolution methods.

B2. Sexual Harassment

This policy prohibits any form of sexual harassment. Sexual harassment is defined as conduct on the basis of sex that satisfies one or more of the following: (1) An employee of the College conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the College's education program or activity; or (3) "Sexual assault", "dating violence", "domestic violence" or "stalking" as defined below. Anyone experiencing sexual harassment in any College program is encouraged to report it online (www.northampton.edu/reportit), to NCC's Title IX Coordinator or a Deputy Coordinator, or by methods identified in the Complaint Resolution Process Section (IV.A. Confidentiality and Reporting of Offenses).

Some examples of possible sexual harassment include:

• A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student complies with the request.

• A student repeatedly sends sexually oriented jokes on an e-mail list the student created, even when asked to stop, causing one recipient to avoid the sender on campus and in the residence hall in which they both live.

• Two supervisors frequently rate several employees' bodies and sex appeal, commenting suggestively about their clothing and appearance.

Consensual Relationships There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as faculty and student, supervisor and employee). These relationships may be less consensual than perceived by the individual whose position confers power. The relationship also may be viewed in different ways by each of the parties, particularly in retrospect.

Furthermore, circumstances may change, and conduct that was previously welcome may become unwelcome. Even when both parties have consented at the outset to a romantic or sexual involvement, this past consent may not remove grounds for a later charge of a violation of applicable sections of the faculty/staff handbooks. For the personal protection of members of this community, relationships in which power differentials are inherent (faculty-student, staff-student, administrator-student) are generally discouraged. Consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are unethical.

Therefore, persons with direct supervisory or evaluative responsibilities who are involved in such relationships must bring those relationships to the timely attention of their supervisor, and will likely result in the necessity to remove the employee from the supervisory or evaluative responsibilities, or shift the student out of being supervised or evaluated by someone with whom they have established a consensual relationship. This includes community assistants and mentors and students over whom they have direct responsibility. While no relationships are prohibited by this policy, failure to self-report such relationships to a supervisor as required can result in disciplinary action for an employee.

C. Sexual Misconduct

This policy prohibits any form of sexual misconduct. Acts of sexual misconduct may be committed by any person upon any other person, regardless of the sex, gender, sexual orientation, and/or gender identity of those involved. The definition of consent below will be used in the interpretation and application of this policy:

Consent. Consent is knowing, voluntary, and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Consent to a specific sexual contact (such as kissing or fondling) cannot be presumed to be consent for another specific sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. Silence or the absence of resistance alone is not consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred. Individuals can withdraw consent at any time during sexual activity by expressing in words or actions that they no longer want the act to continue, and, if that happens, the other person must stop immediately.

A person cannot consent if he or she is incapacitated. Under this policy, a person is incapacitated if he or she is disabled or deprived of ability to act or reason for one's self, is unable to understand what is happening, or is disoriented, helpless, asleep, or unconscious for any reason, including due to alcohol or other drugs. Incapacitation is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why, or how" of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint, and/or from taking of an incapacitating substance. A person is incapacitated if the person is temporarily incapable of apprising or controlling the person's own conduct due to the influence of a narcotic, anesthetic, or intoxicating substance; if a person is unable to communicate an unwillingness to act because the person is unconscious, asleep, or is otherwise physically limited; or if the person has a bodily impairment or handicap that substantially limits the person's ability to resist or flee.

An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated this policy. It is not an excuse that the Responding Party to a claim of sexual misconduct was intoxicated and, therefore, did not realize the other person's incapacity.

The following are types of prohibited sexual misconduct under this policy:

a. Sexual Harassment (defined above)

b. Non-Consensual Sexual Intercourse

Defined as any sexual penetration or intercourse (anal, oral, or vaginal) however slight with any object by a person upon another person that is without consent and/or by force.

Sexual penetration includes vaginal or anal penetration by a penis, tongue, finger, or object, or oral copulation by mouth-to-genital contact or genital-to-mouth contact.

c. Criminal Sexual Contact (Fondling: Actual or Attempted)

The intentional touching of the clothed or unclothed genitals, buttocks, groin, breasts, or other body parts of the Complainant by the Respondent

• Without the consent of the Complainant

• For the purpose of sexual degradation, sexual gratification, or sexual humiliation

Or the intentional touching by the Complaint of the Respondent's clothed or unclothed genitals, buttocks, groin, breasts or other body parts

• Without consent of the Complainant

• For the purpose of sexual degradation, sexual gratification, or sexual humiliation

d. Sexual Exploitation

Defined as taking non-consensual or abusive sexual advantage of another; and the conduct does not fall within the definitions of sexual harassment, non-consensual sexual intercourse, or non-consensual sexual contact. Examples of sexual exploitation include, but are not limited to:

• Sexual voyeurism (such as watching a person undressing, using the bathroom, or engaging in sexual acts without the consent of the person observed)

• Taking photographs, video recording, or audio recording of another in a sexual act or in any other private activity without the consent of all persons involved in the activity

• Exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity or disseminating sexual pictures without the photographed person's consent)

• Engaging in sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV) or other sexually transmitted disease (STD) without informing the other person of the infection

• Administering alcohol or drugs (such as "date rape" drugs) to another person without the person's knowledge or consent

e. Relationship Violence

Relationship violence includes domestic violence and dating violence which are defined as follows:

“Domestic violence” means felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

(A) is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;

(B) is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;

(C) shares a child in common with the victim; or

(D) commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

“Dating violence” means violence committed by a person—

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship.

(ii) The type of relationship.

(iii) The frequency of interaction between the persons involved in the relationship.

f. Stalking

Defined as a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Examples include, but are not limited to:

• Sending multiple unwanted text messages, phone calls, or electronic communications

• Following, watching, photographing, or otherwise tracking an individual without his or her permission

• Sending unwelcome gifts, notes, or other items to another person

D. Retaliation

The College seeks to create an environment where its students and employees are free, without fear of reprisal, to use its procedures to determine if there has been a violation of their civil rights. Any act of retaliation will result in appropriate disciplinary action.

No person shall intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or other federal, state, or local law, or College policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for Code of Conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege constitutes retaliation. Retaliation against an individual for alleging a violation of their civil rights, supporting the Reporting Party, or for assisting in providing information relevant to a claim, is a serious violation of this policy. Acts of alleged retaliation should be reported immediately to the Title IX Coordinator or Deputy Coordinators.

E. Other Offenses

This policy prohibits other offenses of a discriminatory, harassing, and/or retaliatory nature not included in the previous sections as follows:

• Intimidation, defined under this policy as implied threats or acts that cause a reasonable fear of harm in another on the basis of actual or perceived membership in a protected class

• Hazing, defined under this policy as acts likely to cause physical or psychological harm or social ostracism to any person within the College community when related to the admission, initiation, joining, or any other group-affiliation activity on the basis of actual or perceived membership in a protected class.

• Bullying, defined under this policy as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally on the basis of actual or perceived membership in a protected class.

• Violation of any other College rule, when it is motivated by sex or gender or the actual or perceived membership of the victim in a protected class, may be pursued using this policy and process.

Policies: Discrimination, Harassment, and Sexual Misconduct: II. Scope/ Jurisdiction/Application Policy

II. Scope/Jurisdiction/Application

This policy applies to allegations of discrimination, harassment and/or retaliation that occur on College property or at College sponsored events within the United States, that are a part of the College educational mission and related activities, and is limited to locations, events, or circumstances over which the College exercised substantial control over both the Responding Party and the context in which the harassment occurs, and also includes any building owned or controlled by a student organization that is officially recognized by the College. This policy may also apply to allegations of discrimination, harassment, and retaliation that occur off-campus or to actions online when the Title IX Coordinator or Deputy Coordinator determines that the off-campus or online conduct could have an on-campus impact or impact on the educational mission of the College.

Such impact includes:

- Any action that constitutes a criminal offense as defined by federal, state, or local law;
- Any situation where it appears that the Responding Party may present a danger or threat to the health or safety of self or others;
- Any situation that significantly impinges upon the rights, property, or achievements of others or significantly breaches the peace and/or causes social disorder; and/or
- Any situation that is detrimental to the educational interests of the College.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: III. Reporting Responsibilities

III. Reporting Responsibilities

All College employees who are aware of or witness discrimination, harassment, sexual misconduct, or retaliation are required to promptly report to the Title IX Coordinator or a Deputy Coordinator; or to the Director of Human Resources or his/her designee if the complaint relates to discrimination in employment. Any student who is aware of or who witnesses discrimination, harassment, sexual misconduct, or retaliation is encouraged to promptly report to the Title IX Coordinator or a Deputy Coordinator. All initial contacts will be treated with the maximum possible privacy: specific information on any complaint received by any party will be reported to the Title IX Coordinator or Deputy Coordinator, but, subject to the College's obligation to investigate and redress violations, every reasonable effort will be made to maintain the privacy of those initiating a report of a complaint. In all cases, the College will give consideration to the Reporting Party with respect to how the complaint is pursued but reserves the right, when necessary to protect the community, to investigate and pursue a resolution when an alleged victim chooses not to initiate or participate in a formal complaint.

Please note: This section addresses reporting obligations for members of our campus community who are made aware of potential violations of this policy. Methods for filing a complaint and the Complaint Resolution Process are detailed in Section IV. Additional resource-related information can be found in Section VIII.

A. Role of the Title IX Coordinator and Deputy Coordinators

The Title IX Coordinator and Deputy Coordinators are charged with coordinating the College response to reports of misconduct under this policy. The Title IX Coordinator and Deputy Coordinators do not serve as advocates for either the Reporting or Responding Party but rather for all parties involved, thus the roles are to be neutral throughout the process. The Title IX Coordinator or Deputy Coordinators will explain to both parties the informal and formal processes outlined below and the provisions for confidentiality. Where appropriate, the Title IX Coordinator or Deputy Coordinators will provide to both parties information on options for obtaining advocacy, medical and counseling services, and making criminal reports, and will assist with providing information on other resources. The Title IX Coordinator and Deputy Coordinators will coordinate with other campus officials to take appropriate interim actions such as no contact orders, academic accommodations, and rearrangement of housing and work assignments.

For a roster of the Title IX Coordinator and Deputy Coordinators, please visit: **https://www.northampton.edu/about/title-ix/title-ix-staff.html**

B. Police Reporting

In addition to required campus reporting, reports may also be made to the police and/or campus security, especially if a crime is or may be involved, by calling the following numbers:

- Emergency - 911
- Bethlehem Township Police (non-emergency number) 610-330-2200
- Pocono Township Police (non emergency number) 610-330-2200
- Bethlehem City Police (non-emergency number) 610-865-7187
- NCC Public Safety:
    - Bethlehem Campus (24 hrs.): 610-861-5588
    - Pocono Campus: 570-369-1911
    - Fowler: 484-390-3240

C. Federal Timely Warning Obligations

Victims of sexual misconduct should be aware that College administrators must issue crime alerts for incidents reported to them that represent a serious or continuing threat to students or employees. The College will withhold a victim's name and other identifying information while providing enough information for community members to make safety decisions in light of the potential danger.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: IV. Complaint Resolution Process

IV. Complaint Resolution Process

The College will respond to any alleged violation of this policy received by the Title IX Coordinator or Deputy Coordinators. This section outlines ways in which offenses can be reported by individuals choosing to pursue complaint options. Additional resource-related information can be found in Section VIII.

A. Confidentiality and Reporting of Offenses

Northampton Community College will make every effort to safeguard the identities of individuals who seek help and/or report discrimination, harassment, and/or retaliation. While steps are taken to protect the privacy of victims, the College may need to investigate an incident and take action once an allegation is known, whether or not the reporting individual chooses to pursue a complaint.

When a report is made, personally identifiable information (name of Reporting Party, name of Responding Party, etc.) may be initially withheld in cases where the victim is hesitant to come forward. Subsequently, campus officials may need additional information. The College's Title IX Coordinator or Deputy Coordinator will conduct an initial inquiry, looking for any sign of pattern, predation, violence, or threat. When such exists, institutional action may be required in an effort to ensure campus safety.

No employee should ever promise absolute confidentiality except those as described below in Section IV.A.2. Reports may be private, but not confidential, as described below in Section IV.A.3. Reports to police and/or Title IX officials do not obligate the Reporting Party to file any criminal or College conduct charges.

The College will not pursue disciplinary action for improper use of alcohol or other drugs against an alleged victim of sexual misconduct or against another student who shares information as either a witness to or as a reporter of sexual misconduct as long as the report is made in good faith. See "Good Samaritan Provision," Appendix 4.

Deliberately false and/or malicious accusations of discrimination, harassment, or retaliation, as opposed to complaints which, even if erroneous, are made in good faith, are just as serious an offense as discrimination, harassment, or retaliation and will be subject to appropriate disciplinary action.

Complaints and reports should be made as soon as possible after an incident.

If the incident is an assault:

Report the incident:

- Local Police - Emergency - 911
- Bethlehem Township Police (non-emergency number) 610-759-2200
- Pocono Township Police (non-emergency number) 570-629-7323
- Bethlehem City Police (non-emergency number) 610-865-7187
- Campus Security
    - Bethlehem Campus (24 hrs.): 610-861-5588
    - Pocono Campus: 570-369-1911
    - Fowler: 484-390-3240

Seek immediate **medical attention**. Do not change clothing, shower, bathe, brush teeth or douche. Delay the above and going to the bathroom (if possible) until you are examined as this preserves evidence of the assault. Medical attention should be accessed at a local hospital.

- St Luke's Hospital/ Anderson Campus: 866-785-8537
- Lehigh Valley Hospital/ Muhlenberg: 610-402-8000
- St. Luke's Hospital/ Bethlehem Campus: 866-785-8537
- Lehigh Valley Hospital/ Pocono: 570-476-3367
- St. Luke's Hospital/Monroe Campus: 866-785-8537

Seek **emotional support**. It is important that you talk about this issue and that you tell someone you trust.

On campus you may contact:

Counseling Services: Bethlehem Campus: 610-322-6178, Pocono Campus: 570-369-1842
Health and Wellness Center staff: 610-861-5365
Residence Life staff: 610-861-5324

Off-campus you may contact:

- Crime Victims Council of the Lehigh Valley/Sexual Assault 24-hour hotline (Bethlehem): 610-437-6610
- Safe Monroe Hotline (Monroe): 570-421-4200
- North Penn Legal Services: 877-953-4250

Options for filing a report include:

1. **Anonymous and Third-Party Reporting** The Title IX Coordinator and Deputy Coordinators accept anonymous and third-party reports of conduct alleged to violate this policy and will follow up on such reports. The individual making the report is encouraged to provide as much detailed information as possible to allow the Title IX Coordinator or Deputy Coordinators to coordinate an investigation and respond as appropriate. The College may be limited in its ability to investigate an anonymous or third-party report unless sufficient information is provided. (See **Title IX Reporting Form**)
2. **Confidential Reporting** If a Reporting Party would like the details of an incident to be kept confidential, the Reporting Party may speak with counselors, health service providers, victim services advocates, domestic violence resources, local or state assistance agencies, or members of the clergy who are permitted by law to maintain confidentiality (except in extreme cases of immediacy of threat or danger or abuse of a minor). These sources may submit anonymous statistical information for timely warning and Clery Act purposes. If a Reporting Party is unsure of a resource's ability to maintain confidentiality, the Reporting Party is advised to ask them before talking to them. NCC counselors for students and/or the Employee Assistance Program for employees are available to help free of charge and can be seen on an emergency basis.
3. **Private Reporting** Reports to College employees who are not confidential resources listed above in Section IV.A.2. should be treated with the maximum possible privacy. If a Reporting Party is unsure of a resource's ability to maintain privacy, the Reporting Party is advised to ask them before talking to them. The resource will be able to explain the resource's reporting obligations and help a Reporting Party make decisions about who is in the best position to help. If personally identifiable information is shared, it will be shared with as few people as possible under the circumstances and efforts will be made to protect privacy to the greatest extent reasonably possible.
4. **Formal Reporting** A Reporting Party is encouraged to speak to College officials, such as the Title IX Coordinator or Deputy Coordinators or NCC Public Safety, to make formal reports. A Reporting Party has the right, and can expect, to have reports taken seriously by the College when formally reported and to have those incidents investigated and properly resolved through these procedures or an informal resolution process. Formal reporting still affords privacy to the Reporting Party, to the extent reasonably possible, and only a small group of officials who need to know will be told. Information will be shared as necessary with investigator(s), witnesses, the Responding Party, and a hearing board if deemed appropriate. The number of people with this knowledge will be kept as few as reasonably possible to preserve a Reporting Party's rights and privacy.
5. **Criminal Reporting** If someone is in immediate danger or is a victim of a crime, call 9-1-1. Some acts of discrimination and harassment may also be crimes, such as sexual assault or stalking. Allegations of criminal conduct should be reported to law enforcement even when it is not clear whether the conduct rises to the level of a crime. Regardless, law enforcement can assist with obtaining medical care, getting immediate law enforcement response and protection, connecting with victim advocate services and counseling support, initiating a criminal investigation as appropriate, and answering questions about the criminal process.

B. Informal Resolution Process

Informal resolution is an alternative to the formal complaint resolution process after a formal complaint has been made to the Title IX Coordinator or respective Title IX Deputy Coordinators. The Title IX Coordinator will determine if informal resolution is appropriate, based on the willingness of the parties and the nature of the alleged conduct. Sanctions are generally not pursued as the result of an informal resolution process, though the parties may agree to appropriate remedies. The Title IX Coordinator will keep records of any resolution that is reached. The College reserves the right to cancel informal resolution if sufficient evidence suggests a formal

investigation or other sanctions or remedies may be necessary and appropriate.

To pursue informal resolution, it is necessary to first make a formal complaint. Anyone participating in informal resolution can stop that process at any time and request to continue through the formal process.

Except in cases involving criminal activity and/or sexual assault, an employee or student alleging discrimination, harassment and/or retaliation against an employee under this policy is encouraged to consider an informal resolution. If it is appropriate, an attempt to facilitate an informal resolution of the matter will be made. In the event that an informal resolution is not reached, is not appropriate, or is not pursued, the student or employee who is alleging the discrimination, harassment, or retaliation may continue with the formal resolution process.

C. Formal Resolution Process

1. Filing a Complaint

Any individual who believes that this policy has been violated should contact the Title IX Coordinator or any Deputy Coordinator. The complainant or the individual making the report may electronically submit a formal complaint form available on the College website for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the related grievance procedures followed.

a. Complaint Intake

Following receipt of notice or a complaint, the Title IX Coordinator or Deputy Coordinator will make an initial determination as to whether the information has merit to reasonably indicate there may have been a violation of College policy. After this Initial Inquiry step has been completed, if it appears a violation may have occurred, an investigation of the complaint will begin. If the complaint does not appear to allege a policy violation or if informal resolution is desired by the Reporting Party and appears appropriate given the nature of the alleged behavior, then the complaint does not proceed to investigation. An investigation will be pursued if there is sufficient information to suggest a policy violation, a pattern of misconduct, and/or a perceived threat of further harm to the community or any of its members may exist. Notwithstanding the above, if the conduct alleged in a formal complaint would not constitute sexual harassment even if proved, did not occur in the College's education program or activity, or did not occur against a person in the United States, then the complaint will be dismissed with regard to the alleged conduct.

b. Supportive Measures

The College will offer supportive measures to the parties upon notice of alleged discrimination, harassment, and/or retaliation and may take additional prompt remedial and/or disciplinary action with respect to any member of the community, guest, or visitor who has violated this policy.
Supportive measures are non-disciplinary, non-punitive individualized services offered to the parties as appropriate, as reasonably available and without fee or charge. Such measures are designed to preserve equal access to the College's education program or activity without unreasonably burdening the other party. Supportive measures include but are not limited to: no contact orders, no trespass notices, providing counseling and/or medical services, academic support, living arrangement adjustments, providing a campus escort, academic or work schedule and assignment accommodations, safety planning, and referral to campus and community resources.

The College may remove, on an emergency basis, a student or student organization or place an employee on administrative leave pending the completion of the investigation and procedures provided that there is an immediate threat to the physical health or safety of any student or other individual arising from the allegations. Prior to any emergency removal, the College shall provide the student, student organization or employee with reasonable notice and an opportunity to challenge the decision immediately following the removal.

During a removal or administrative leave, a student or employee may be denied access to College housing and/or the College campus, facilities, computer network, resources and/or events, either entirely or with specific application. As determined by the appropriate administrative officer, this restriction includes classes and/or all other College activities or privileges for which the individual might otherwise be eligible. At the discretion of the appropriate administrative officer, alternative coursework options may be pursued to ensure as minimal an impact as possible on the Responding Student. At the discretion of the appropriate administrative officer, alternative employment/work options may be pursued to ensure as minimal an impact as possible on the Responding Employee.

2. Notice of Allegations

At the onset of the investigation, the parties shall be provided with a written notice of allegations which includes the following (1) a copy of the College's grievance process as outlined in this policy; and (2) notice of the allegations of sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview; (3) a statement that the Responding Party is presumed not responsible for the alleged conduct; (4) a statement that the parties are entitled to an advisor of their choice; (5) statement the parties may inspect and review evidence; and (5) notice of any provisions in the Code of Conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process. If the Responding Party is an employee, the written notice will be copied to the employee's department head/director, dean, vice president, and president.

If, in the course of an investigation, the College decides to investigate allegations concerning the parties that are not included in the notice provided pursuant to this section, the College must provide notice of the additional allegations to the parties whose identities are known.

3. Investigation

If a Reporting Party wishes to pursue a formal complaint or if the College determines an investigation is necessary, the Title IX Coordinator will assign an investigator, usually within five business days of determining that a complaint should proceed. Investigations will be thorough and impartial and will entail interviews with relevant parties and witnesses, and obtaining available evidence. Both the Reporting Party and the Responding Party will have the opportunity to present witnesses with information pertinent to the alleged sexual harassment, sexual misconduct or sexual assault, and any relevant information. The investigator will document the proceedings. Every effort will be made to avoid conflict of interest (real or perceived) during the Investigation and overall Title IX process. The College aims to complete investigations within120 days, which can be extended as necessary for reasonable cause by the Title IX Coordinator with notice to the parties. An Investigation may take longer when initial complaints fail to provide direct first-hand information. The College may undertake a short delay when criminal charges are being investigated. Reporting Parties will be informed, at regular intervals, of the status of the investigation. College action will continue regardless of the status of civil or criminal charges involving the same incident. A Reporting Party may proceed with both a criminal charge and a request for a College resolution simultaneously.

The Investigator shall prepare an Investigative Report which summarizes the investigation process and related evidence. Prior to completion of the investigative report, the College will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties will have ten (10) days to submit a written response to the evidence, which the Investigator will consider prior to completion of the investigative report.

Upon receipt of the final Investigative Report, the Title IX Coordinator will forward the report to the parties involved at least ten (10) days prior to a hearing. The Title IX Coordinator will also forward the report to the Title IX deputy overseeing the case, to prepare the Hearing Board for review.

4. Hearings

The College shall hold a live hearing for a determination of responsibility. At the conclusion of the hearing, the Decision Maker(s) shall determine if this policy has been violated by using a preponderance of the evidence standard. A finding of a policy violation by a preponderance of the evidence means that it is more likely than not that the policy violation occurred. If it is decided that no policy violation has occurred or that there is insufficient evidence, then the process will end, subject to the appeal process.

For full Live Hearing procedures, requirements and timelines, see the below link:
https://www.northampton.edu/about/title-ix

Following the hearing, the Decision Maker(s) shall issue a written determination regarding responsibility of the alleged conduct. The written determination shall be provided to the parties simultaneously. The Decision Maker shall also provide a copy of the written determination to the Title IX Coordinator. The determination will become final either on the date of notice of a written determination of the result of an appeal, if any, or, if no appeal is filed, the date on which an appeal would no longer be considered timely.

5. Sanctions

Sanctions will be issued by the Decision Maker(s)in consultation with the Title IX Coordinators. Factors considered when determining a sanction may include, but is not limited to:

- The nature of, severity of, and circumstances surrounding the violation
- The Responding Party's disciplinary history
- Previously founded complaints or allegations against the Responding Party involving similar conduct
- Any other information deemed relevant by the Title IX Coordinator
- The need to bring an end to the discrimination, harassment, and/or retaliation
- The need to prevent the future recurrence of discrimination, harassment, and/or retaliation
- The need to remedy the effects of the discrimination, harassment, and/or retaliation on the victim and the community

a. **Student Sanctions**

For examples of the range of potential disciplinary sanctions against students, see the section of the Student Handbook entitled Disciplinary Actions.

b. **Employee Sanctions**

Sanctions for an employee who has violated this policy may include, but are not limited to, verbal or written warning, required counseling, training, demotion, reassignment, suspension, and termination.

6. Appeals

Appeals of the written determination or from the College's dismissal of a formal complaint or any allegations therein, may be filed by the Reporting Party, the Responding Party or both. All requests for appeal considerations must be submitted in writing to the Title IX Coordinator within five business days of the date of the final written determination.

Appeals are limited to allegations of the following:

- A procedural error or omission occurred that significantly impacted the outcome.
- There is new evidence, unknown or unavailable during the investigation or at the time of dismissal, that could substantially impact the finding or sanction. A summary of this new evidence and its potential impact upon the investigation must be included in the appeal.
- The Title IX Coordinator, investigator(s) or decision maker(s) had a conflict of interest or bias for or against either party.

The original finding and sanction/responsive actions will stand if the appeal is not timely or is not based on the grounds listed above, and such a finding and sanction/responsive action(s) are final. When a party requests an appeal, the other party (parties) will be notified in writing within five (5) calendar days of receipt of the appeal. Thereafter, non-appealing party shall have the opportunity to respond to the appeal in writing within five (5) days of being notified of the appeal.

For students: In cases involving student conduct, the Provost & Vice President for Academic and Student Affairs (or designee) will review the appeal request(s).
For employees: In cases involving employee conduct, the Chief Human Resources Officer (or designee) will review the appeal request(s).

Where the designee finds that at least one of the grounds for appeal is met, and proceeds with the appeal, additional principles governing the hearing of appeals include the following:

- The Title IX Coordinator shall provide written notice of the appeal to all parties within ten (10) business days from the date of the appeal review.
- The original determination will only be changed when there is a compelling justification to do so.
- Appeals are not intended to be full re-hearings of the complaint. Appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the grounds for appeal.
- Sanctions will not be imposed pending the outcome of the appeal. Interim and/or protective actions may be imposed and/or continued as appropriate.
- The designee will render an appeal determination within ten business days of receiving the appeal to the Title IX Coordinator.
- All parties will be informed of whether the grounds for an appeal are accepted and the results of the appeal decision.
- Once an appeal is decided, the outcome is final: further appeals are not permitted under this policy.

7. Failure to Complete Sanctions

All Responding Parties are expected to comply with conduct sanctions within the time frame specified in their written notice. Failure to follow through on conduct sanctions by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanctions and/or suspension, expulsion, and/or termination from the College. For students, failure to comply may result in transcript notation and/or a hold to prevent future registration.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: V. Remedial Actions

V. Remedial Actions

In addition to the supportive measures outlined in Section IV.C.1.b, the Title IX Coordinator (or designee) may provide remedial actions intended to address the short or long-term effects of harassment, discrimination, and/or retaliation. That is, remedial actions may be taken at the conclusion of the grievance process in addition to any actions that may have been taken on an interim basis, in order to redress harm to the Reporting Party and the community and to prevent further harassment or violations. Remedial actions may also be used when, in the judgment of the Title IX Coordinator (or designee), the safety or well-being of any member(s) of the campus community may be jeopardized by the presence on campus of the Responding Party or the ongoing activity of a student organization whose behavior is in question.

These remedies may include referral to counseling and health services or to the Employee Assistance Program, altering the housing situation of a Responding Student, (or the Reporting Party, if desired), altering work arrangements, providing campus escorts, implementing contact limitations between the parties, or offering adjustments to academic deadlines and/or course schedules.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: VI. Statement of Rights for Reporting and Responding Parties

VI. Statement of Rights for Reporting and Responding Parties

Both a Reporting Party and Responding Party will be afforded the following rights under this policy:

- To be treated with respect by College officials
- To take advantage of campus support resources (such as Counseling Services and College Health Services for students, or EAP services for employees)
- To experience a safe educational and work environment
- To have an advisor (students) or representative (employees) during this process
- To refuse to have an allegation resolved through informal procedures
- To be free from retaliation
- To have complaints heard in substantial accordance with these procedures
- To reasonable and necessary participation in the process

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: VII. Records

VII. Records

In implementing this policy, records of all complaints, resolutions, and hearings will be kept by the Title IX Coordinator for a period of seven (7) years.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: Appendix: Good Samaritan

Good Samaritan

The welfare of students in our community is of paramount importance. At times, students on and off-campus may need assistance. The College encourages students to offer help and assistance to others in need. Sometimes, students are hesitant to offer assistance to others, for fear that they may get themselves in trouble (for example, as student who has been drinking underage might hesitate to help take a victim of sexual misconduct to the Campus security). The College pursues a policy of limited immunity for students who offer help to others in need. While policy violations cannot be overlooked, the College will provide educational options, rather than punishment, to those who offer their assistance to others in need

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: Appendix: Risk Reduction Tips

Risk Reduction Tips

Risk reduction tips can often take a victim-blaming tone, even unintentionally. With no intention to victim-blame, and with recognition that only those who commit sexual violence are responsible for those actions, these suggestions may nevertheless help you to reduce your risk experiencing a non-consensual sexual act. Below, suggestions to avoid committing a non-consensual sexual act are also offered:

- Know your sexual intentions and limits. You have the right to say “NO” to any unwanted sexual contact. If you are uncertain of what you want, ask your partner to respect your feelings.
- Communicate your limits firmly and directly. If you say “No,” say it like you mean it. Avoid giving mixed messages. Back up your words with a firm voice and clear body language. Do not assume that someone will automatically know how you feel or will eventually “get the message” without you having to say anything.
- Remember that some people think that drinking, dressing provocatively, or going to your or your date’s room is saying you are willing to have sex. Be clear up front about your limits in such situations.
- Listen to your gut feelings. If you feel uncomfortable or think you might be at risk, leave the situation immediately and go to a safe place.
- Don’t be afraid to “make waves” if you feel threatened. If you feel you are being pressured or coerced into sexual activity, don’t hesitate to state your feelings and leave the situation.
- Attend large parties with friends you trust. Agree to “look out” for one another. Leave with the group, not alone. Avoid leaving with people that you don’t know very well.
- Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do.

If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct:

- Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
- Understand and respect personal boundaries.
- DON’T MAKE ASSUMPTIONS about consent; about someone’s sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity then you DO NOT have consent.

- Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable.
- Don't take advantage of someone's drunkenness or drugged state, even if they did it to themselves.
- Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
- Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
- Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: Appendix: Sexual Offense Educational Programming

Sexual Offense Educational Programming

Because Northampton Community College recognizes sex discrimination in all its forms as important issues, the College offers annual educational programming to a variety of groups such as: staff, security, Residence Life, Faculty, incoming students, resident and off-campus students and, members of student organizations.

Sex Discrimination educational programming may address matters such as: a definition of what constitutes sex discrimination, the causes of sex discrimination, myths involved with sex discrimination, prevention, the relationship between sex discrimination and alcohol use, what to do if you are assaulted, the nature of a rape examination, an explanation of the College sex discrimination policy, how to file charges within the College, its conduct system, and/or with the local police department, men's issues and sexual assault, and campus community resources to assist both the survivor and the accused.

Policies: Discrimination, Harassment, and Sexual Misconduct Policy: Appendix: Federal Enforcer

Federal Enforcer

The U.S. Department of Education, Office for Civil Rights (OCR) is the federal agency charged with enforcing compliance with Title IX. Individuals with complaints of this nature always have the right to file a formal complaint with the United States Department Education:

Office for Civil Rights (OCR)
400 Maryland Avenue, SW
Washington, DC 20202-1100
Customer Service Hotline #: 800.421.348
Facsimile: 202.453.6012
TDD#: 877.521.2172
Email: **OCR@ed.gov**
Web: **http://www.ed.gov/ocr**

Establishment and Approval of Special Studies Courses

Policy and Procedure for Special Studies Courses

In some semesters, the College offers special studies courses, of one to four credits, that are designed to give variety to the present curriculum and reflect current interests.

- Special Studies courses may be established for 1, 2, 3 or 4 credits and will have a course designation of 19X or 29X.
- The courses are entitled "Special Studies in (Departmental Name)". On the schedule and the transcript, the name of the specific topic would be included after the course title, e.g. Special Studies in Economics - Econometrics.
- Students may apply a maximum of 12 credit hours of Special Studies toward a degree. Special Studies topics which are later approved as separate courses in substantially the same form shall not be counted toward this limit.
- A Special Studies course may be offered once, or upon the approval of the Dean, twice. A Special Studies course may not compete with an existing college course of equal description or another Special Studies course.
- In departments that do not already have Special Studies courses, the provision for such courses may be established within each department by means of a Curriculum Committee proposal submitted through normal channels.
- To propose a specific Special Studies course, follow the procedures listed below: **The steps must be completed before the publication deadline for the schedule for the semester in which the course is to be offered.**
    - A faculty member wishing to offer a Special Studies course must submit a completed course outline to the Division Dean.
    - After approval by the Dean, the course outline is considered by the appropriate Cluster.
    - The Cluster will decide the appropriateness of the offering and recommend to the Dean the semester of offering.
    - The recommendations of the Cluster are forwarded by the Division Dean to the curriculum committee for approval.

Final Examinations

At the end of a course a separate period of time is designated for a culminating experience or assessment. Assessments may take various forms including, but not limited to, final exams, written assignments, projects, productions, presentations, or portfolios. Faculty are encouraged to tailor assessments to course and disciplinary needs and with consideration of diverse demonstrations of learning.

Instructors may begin administration of other (non-exam) types of culminating experiences before the start of the exam period if necessary but should not extend beyond the designated exam period for the course.

Instructors are discouraged from assigning other major assignments or setting due dates for other significant coursework that would conflict with students' ability to adequately prepare for the assessments of the examination period.

Grading System

A plus/minus grading system is used at the College. Using the plus/minus system is an option for faculty, not a requirement.

Grades will be available at the end of each semester in Workday. Mid-semester progress grades will be issued to reflect a student's performance as S for Satisfactory or U for Unsatisfactory. Mid-semester grades are issued for Fall and Spring 14 week courses only.

A course or series of courses can be designated by a department to use Pass/Fail grades if assessment is determined by performance/competency-based criteria and the use of P/F grades has been approved by the Academic Policy Committee. A grade of P has no impact on the GPA. Courses designated as Pass/Fail are noted in the course description.

Grade	Evaluation	Points/Credit Hour
A	Superior	4.0
A-		3.7
B+		3.3
B	Above Average	3.0
B-		2.7
C+		2.3
C	Average	2.0
C-		1.7
D+		1.3
D	Below Average	1.0
F	Fail	0.0
P	Pass	
PC5	Pass with C or higher	
PC-5	Pass with C-, D+, D	
I1	Incomplete	
N	Not released	
NC5	No Credit	
R	Released	
R1	Released to ENGL 101	
R2	Released to **ENGL027** and **ENGL101**	
X	No grade submitted	
IP	In progress	
L	Audited	
T	Transfer Credits	
Z	Successful completion of course challenge process	
AZ4	Successful completion of course challenge process	4.0
BZ4	Successful completion of course challenge process	3.0
CZ4	Successful completion of course challenge process	2.0
TZ	Credits accepted through articulation agreement	
W2	Withdrawal	
WP3	Withdrawal, Passing	
WF3	Withdrawal, Failing	
Grade*	Course repeated - this grade IS NOT included in GPA	
Grade**	Course repeated - this grade IS included in GPA	

1. An incomplete grade (I) is given only when the student had obtained, in advance, the permission of the instructor to postpone completion of specific course work for a valid reason. (Refer to Incomplete policy.)
2. A student may withdraw, or be withdraw administratively, from a class in which he or she is enrolled through the 90% point in the instructional period.
3. Through summer 2007, students who withdrew from a course through the first 2/3 of the instructional period received a grade of W. After that point, and through the end of the semester, student received a grade of WP or WF. The grade of WF counted as a grade of F in the student's grade point average.
4. Grade value for completion of developmental math modular units awarded through course challenge process; beginning Fall 2014.
5. Temporary COVID-19 Pass/Fail Grades for Spring Semester 2020 only. After the Spring Semester 2020 the Pass/Fail policy will revert back to the original form. Instructors of all courses will submit the usual letter grades for all students. Students who selected the Pass/Fail Grading option for the spring 2020 semester will see grades on their transcripts for those courses appear as PC, PC- or NC.

Grade Changes

Any grade changes by a faculty member must be made within five months of the end of the semester in which the original grade was issued. Withdrawal from a course is a final action. No change to the final grade is permitted in the case of a Withdrawal.

Grade Appeal

Grades are assigned by the course instructor. Students may appeal a final grade only in the cases where they are alleging a serious computational error in the grade or in cases where they allege unfair treatment in the application of a course policy or procedure.

When a student wishes to appeal a grade, final or part of a semester's work, he or she must follow the appeal procedures for grades, and those involved in the appeal may recommend only the following actions:

- The assigned grade may be supported.
- The faculty member may be asked to reconsider the grade in question.

Appeal procedure-grades

Step 1

- If a student wishes to appeal a grade, he or she must make an appointment and meet with the faculty member within ten working days. To appeal final grades or grades assigned in the last week of the semester, the student must make an appointment and meet with the faculty member at a formal meeting during the first week of the next regular semester unless arrangements can be made to meet prior to that time.
- If no agreement can be reached, the student may file an appeal in the Office of the Vice President for Academic Affairs and proceed to Step 2.

Note: working day is defined as any day when a full schedule of classes are in session (this excludes Saturdays and Sundays).

Step 2

- Within three working days of the meeting with the faculty member, the student may request in writing that the appropriate dean should call the meeting within five working days to include the student, faculty member, and program director, if any.
- After this meeting, the dean will send all parties involved a written recommendation within three working days.
- Students who do not agree with the recommendation in Step 2 may appeal to the Academic Appeals Committee within three working days. This appeal must be submitted, in writing, to the Vice President for Academic Affairs.

Step 3

- Students initiate appeals to the Academic Appeals Committee (within three days of notification of outcome of Step 2) by requesting a hearing through the Office of the Vice President for Academic Affairs. A hearing will be scheduled as quickly as possible, and all parties to the appeal will be informed of the date, time, and place of the meeting. It is the responsibility of the student and the person(s) whose decision(s) is (are) being appealed to provide the committee with evidence, documentary or otherwise. The appellant may be accompanied by a college friend.
- Having heard the cases of appellant and objects of appeal, the committee will deliberate in private and recommend a decision to the Vice President for Academic Affairs, whose decision will be final unless different from the recommendation of the committee; in such cases the student may appeal to the President, whose decision is final.
- The Vice President for Academic Affairs will communicate in writing a decision on the appeal no later than three working days after the hearing.

Eligibility

To be eligible for graduation, a student must meet the minimum number of credits for a degree, certificate, or specialized diploma and must earn a graduation GPA of 2.00 (only courses for the credential are calculated in the graduation GPA). Developmental coursework does not count toward graduation requirements. These specific requirements cannot be waived.

Policies: Graduation: Waiver of Graduation Requirements Policy and Procedure

Substitution or Waiver of Graduation Requirements

A student may request a modification to graduation requirements by:

· Requesting substitution of another course for a required course within their program of study.

· Requesting approval to follow program requirements from a different catalog year.

· Requesting a waiver of the Writing-Intensive requirement by submitting a graded writing sample that demonstrates mastery of the required writing competencies.

With any graduation requirement modification, students must fulfill the minimum credit requirements for their program of study.

To initiate any of these requests, the student must complete the **Graduation Substitution/Waiver Request** form in Workday. The Office of Records & Registration will coordinate the review with the relevant academic school(s). If the reviewing parties are unable to reach a consensus, the request will be forwarded to the Vice Provost for Academic Affairs for final determination.

Students will be notified of the decision by the Office of Records & Registration.

Incomplete Policy

An incomplete grade of "I" is issued after a student requests it and a faculty member agrees to allow completion of specific course work the student did not complete due to valid, unforeseen circumstances. These circumstances may include: serious illness of the student, serious illness or death in the student's immediate family, etc. The request must be made for the Incomplete grade prior to the due date for the culminating experience (final exam, paper, project) of the course. The faculty member may approve or deny the request. If the request is approved, the faculty member will communicate with the student what work must be completed and the due date. The faculty member will set the default letter grade and enter the due date in Workday. This grade may not be a withdrawal (W).

The deadline for completing the course requirements is no more than five months - or sooner as designated by the faculty member - after the date grades were due in the semester in which the "I" grade was issued. An Incomplete grade in a prerequisite course may make a student ineligible to take the subsequent course.

Prerequisite/Co-Requisite Policy

A prerequisite is a skill requirement or a course that must be successfully completed before registering for a specific course. (For example: **ENGL101** is a prerequisite and must be taken before registering for **ENGL151**).

A corequisite is a skill requirement or course that must be satisfied at the same time as a specific course. (For example: **DENH103** and **DENH104** are corequisites and must be taken in the same semester).

A pre- or corequisite is a skill requirement or course that may be successfully completed before registering for a specific course or may be taken at the same time as a specific course. (For example: **PARL101** is a pre- or corequisite for **PARL151**).

Students should consult the course description when choosing courses to ensure that all prerequisite and corequisite requirements are fulfilled.

Students are required to fulfill the prerequisites and/or corequisites for each course. If a student enrolls in a course without having fulfilled the prerequisites and/or corequisites, the instructor or the Registrar may take action to remove the student from the course. Exceptions to pre and corequisites are rare and addressed on a case by case basis by the instructor of the course, or the dean in the absence of the instructor.

Course Numbering System

4.03.6 Course Numbering

Course numbers at Northampton Community College designate the level of appropriate expectations and the academic rigor of each course. All credit course numbers are assigned by the Registrar. It is the responsibility of the appropriate Academic School to identify the level of the course (i.e. 100, 200).

Courses below 100 (0XX) Level

1. Courses numbered below 100 (0XX) are designed to allow students to develop academic skills and prepare them for work in college level courses.

2. While courses below 100 each carry credit for determining student class load and for financial aid, those credits may not be applied to any degree, certificate, or diploma granted by the College.

100 (1XX) Level Courses

1. Courses at the 100 level prepare students for academic success by developing foundational knowledge and skills.

2. Students typically take 100 level courses in the first year of their program.

3. Most 100 level courses require a high school-level background or equivalent for the student to receive maximum benefit and have a reasonable chance of succeeding in the course.

4. 100 level courses will have no more than one semester of prerequisites (excluding 0XX courses).

200 (2XX) Level Courses

1. Courses at the 200 level typically build upon the skills and concepts presented in the 100 level courses. 200 level courses include increased complexity and opportunities to develop advanced skills.

2. Students typically take 200 level courses in the second year of their program.

3. Most 200 level courses require a foundational background in the discipline and/or related skill areas in order to receive maximum benefit and have a reasonable chance of succeeding in the course.

4. 200 level courses may have more than one semester of prerequisites (excluding 0XX courses).

Repeated Courses

The College allows a student to repeat any course once for any reason*. This is subject to availability in limited enrollment courses (see special policy for readmission, reentry into limited enrollment courses). A student, who fails to earn credit or to satisfy a grade prerequisite after enrolling in a course for the second time may not take the course for one academic year after the last attempt.

Grades for all repeated courses will appear on the student transcript. The credit hours for the course may be counted only once unless the course description states otherwise. Only the highest grade earned will be used in calculation of the cumulative grade point average.

Students may appeal this policy and request an exemption to allow them to enroll in a course for a third time. If an exemption is denied, students may appeal the decision to the Provost and Vice President of Academic and Student Affairs, and that decision shall be final.

*Except for Allied Health Students (refer to Academic Dismissal from Allied Health Programs Policy)

Re-Admission, Re-Entry into Limited Enrollment Courses

Any student who does not successfully complete a major course* in a program which has limited enrollment may retake that course only if space is available. Priority will be given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

* A major course is a course which carries the prefix of the student's program.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Placement Policy

The college uses one or more of the following factors to determine student placement in English and Mathematics courses. Student placement will be determined by:

• High School GPA and/or specific course grades in English (completed within 5 years prior to enrolling in first semester at NCC)

• High School GPA and/or specific course grades in Mathematics (completed within 2 years before enrolling in a math course at NCC)

• Previous college degrees or college-level courses in English or Mathematics as outlined below

• Advanced Placement test scores

• NCC Mathematics or English Placement evaluation results

If students do not submit evidence from which the college can determine placement, students will be directed to take college placement evaluations.

Based upon review of transcripts or other evidence, students may be placed into developmental pre-college courses. Students wishing to challenge such decisions may take college placement assessments to earn scores for higher-level course placement. Students who place into developmental pre-college courses can reassess once before starting those courses. Students may not take the placement assessment while enrolled in a developmental pre-college course.

If students need developmental pre-college work, they must begin that work in their first semester and continue until the requirements are complete. Developmental pre-college coursework does not count towards graduation requirements.

Degree-seeking students must have placement determined before registering for courses.

Students pursuing a Specialized Diploma or Certificate should seek guidance from an advisor regarding placement.

Guest/Visiting/non matriculated students are exempt from placement; however, they must still meet individual course prerequisites.

Based on evidence of course work and/or the evaluation, students may be referred to the ESL department for additional evaluation and placement.

Based on evidence of the evaluation, students may be referred to non-credit options for developing reading and writing skills before entering credit courses.

Requests for accommodated evaluations must be submitted through the Accessibility Resource Center.

Placement Guidelines: English

English I (ENGL 101):

• Must be a graduate from an accredited high school (within 5 years prior to enrolling in first semester at NCC) with a GPA of 3.00 or higher (on a 4.0 scale or its equivalent) in a college preparatory curriculum

• Score of 500 or higher on both the SAT Writing and Critical Reading exams (2005 to March 2016)

• Score of 560 or higher on the new SAT Evidenced-Based Reading and Writing exam (March 2016 and beyond)

• Evidence of a score of 21 or higher on the ACT English Exam

• Completion of Introduction to Academic Literacy (ACLS 050) with a grade of R1

• Competence as determined by the English placement evaluation

• Completion of Proficiency in English as a Second Language Specialized Diploma

• Completion of satisfactory ESL program portfolio

• Score of at least 79 on the TOEFL iBT exam

• Score of at least 6.5 on the IELTS Academic

• Score of 110 or higher on the Duolingo English Test

• Score of 54 or higher on the PTE Academic

• Score of 4.0 or higher on the iTEP Academic

• Score of 74 of higher on the LanguageCert Academic

Writing Skills Workshop (ENGL 027) Linked to English I (ENGL 101):

• Placement into Writing Skills Workshop and English I only as determined by the English placement evaluation or review of ESL program portfolio

• Completion of Skills for Academic Success (COLS 150) with a C or better

Skills for Academic Success (COLS 150):

• Placement as determined by the English placement evaluation

English as a Second Language:

• English language competence as determined by ESL department

Placement Guidelines: Mathematics

Prealgebra (MATH 020):

• Open enrollment; no placement or pre-requisites needed

Elementary Algebra (MATH 022):

• Competence as determined by the mathematics placement evaluation

• Completion of MATH 020 at NCC with a C or better

Technical Mathematics (MATH 103):

• Competence as determined by the mathematics placement evaluation

• Completion of MATH 020 at NCC with a C or better

• High School Algebra II with a B or better or Algebra III with a C or better (completed within 2 years before enrolling in a math course at NCC)

• High School Precalculus or Algebra III with Trig with a C or better and high school transcript with a 3.0 on a 4.0 (completed within 2 years before enrolling in a math course at NCC)

Math for Allied Health (MATH 112), Foundations of Mathematics I (MATH 118), Foundations of Mathematics II (MATH 119), Natures of Mathematics (MATH 120), Applied College Algebra (MATH 140), Introductory Statistics (MATH 150), STEM College Algebra (MATH 156):

• Competence as determined by the mathematics placement evaluation

• Completion of MATH 022 with a C or better

• High School Algebra II with a B or better or Algebra III with a C or better (completed within 2 years before enrolling in a math course at NCC)

• High School Precalculus or Algebra III with Trig with a C or better and high school transcript with a 3.0 on a 4.0 (completed within 2 years before enrolling in a math course at NCC)

Trigonometry (MATH 145), Applied Calculus (MATH 165):

• Competence as determined by the mathematics placement evaluation

• Completion of MATH 140 at NCC with a C or better

• High School Precalculus or Algebra III with Trig with a B or better and high school transcript with a 3.0 on a 4.0 (completed within 2 years before enrolling in a math course at NCC)

• High School Calculus with a C or better and a high school transcript with a 3.0 on a 4.0 scale (completed within 2 years before enrolling in a math course at NCC)

Pre-Calculus (MATH 160):

• Competence as determined by the mathematics placement evaluation

• MATH 156 at NCC with a C or better

• High School Precalculus or Algebra III with Trig with a B or better and high school transcript with a 3.0 on a 4.0 scale (completed within 2 years before enrolling in a math course at NCC)

• High School Calculus with a C or better and a high school transcript with a 3.0 on a 4.0 scale (completed within 2 years before enrolling in a math course at NCC)

Calculus I (MATH 180):

• Competence as determined by the mathematics placement evaluation

• MATH 160 at NCC with a C or better

• High School Calculus with a B or better and a high school transcript with a 3.0 on a 4.0 scale (completed within 2 years before enrolling in a math course at NCC)

Residency Policy

Tuition and fees at Northampton Community College are based on a student's permanent place of residence.

Students who have a permanent place of residence and meet all of the requirements as defined in the Northampton County or Monroe County Residency Policies are eligible to receive the applicable residency tuition and fee rate.

As per NCC's residency policy, the college reserves the right to request residency documentation in order to determine a student's residency status. Changes in a student's residency which occur after a student is accepted to NCC are processed by the Registrar's Office.

Establishing Residency

To receive the appropriate Northampton or Monroe County tuition rate, a student 21 years or older must meet all of the following requirements:
1. Be a US citizen, permanent resident, or refugee.
2. Maintain a legal residence *in one of the Northampton or Monroe County school districts** for at least 90 consecutive days prior to the start of the semester for which they are registering.

Northampton County School Districts:
Bangor, Bethlehem, Easton, Nazareth, Northampton, Pen Argyl, Saucon Valley, and Wilson

Monroe County School Districts:
East Stroudsburg, Pleasant Valley, Pocono Mountain, and Stroudsburg

*A student's permanent place of residence is one they have moved into for reasons other than attending college. For purposes of this policy, students who moved to live with Northampton or Monroe County relatives or friends do not qualify as residents.

3. Provide a minimum of two of the following proofs of residence including both the student's name and address, each dated 90 days prior to the start of the semester:

- PA Driver's License or PA Identification Card which lists student's current address
- Signed lease indicating student's name as part of the lease
- Utility bill in the name of the student (only one utility bill may be presented for review)
- Official county, state, or federal document listing student's name
- Vehicle registration or car insurance in the name of the student
- Employment verification on employer's letterhead which includes student's current address
- Per capita tax receipt
- Medical insurance statement listing the name of the student
- Official mail (i.e.: bank statement)
- Deed (home ownership exempts the 90-day rule)
  Housing insecure students should contact the Office of Records and Registration for further assistance.

  Students under the age of 21 retain the residency of their parent(s) or legal guardian. To receive the appropriate Northampton or Monroe County tuition rate, the following requirements must be met:

  1. Please reference numbers 1-3 above.
  2. When documents are listed in the name of the parent(s), documentation must be provided which correlates the student to the parent(s) (i.e.: birth certificate, tax form, or likewise).

  Students under the age of 21 who are not living with their parent(s) or a legal guardian and who consider themselves as independent, must meet at least one of the below criteria. Should independent status criteria not be met, residency will be considered as that of the student's parent(s) or legal guardian.

  1. Active Duty in US Armed Forces or Veteran
  2. Married
  3. Orphan or Ward of the Court
  4. Legal dependents for which 50% of the support is provided by the student
  5. Foster care through the age of 18
  6. Permanent, full-time, benefits eligible employment which includes payment of earned local income tax

  Important Notes:

  1. A student must document their residency before the first day of the semester to be considered for the Northampton or Monroe County tuition rate.
  2. Students who qualify for residency after the beginning of the semester will be approved for the next standard start semester (Fall, Spring, Summer).
  3. The College will not make retroactive changes to residency status for tuition purposes.
  4. A change in address does not equate to a change in residency. Residency guidelines must be met for a residency change to be considered.
  5. Students residing in on campus residence facilities may not use the college as their permanent address for the purpose of establishing residency and should refer to the above requirements.
  6. Military affiliated students should work with the Office of Adult & Military Affiliated Student Services for proper residency coding.
  7. Students in the United States on a visa, other than a B, F, or J visa, may request consideration for a residency adjustment and will be required to submit additional documentation pertaining to their current visa status. Individuals should contact the Office of Records and Registration to discuss potential eligibility.
  8. Ownership of property or a business in Northampton or Monroe Counties while not residing in that county, does not qualify for in-county residency.
  9. The College reserves the right to request additional documentation when appropriate. Until this additional documentation is received, student tuition will be assessed at the current Other PA County or Out of State/Country residency rate.
  10. Residency documents are reviewed by staff according to the approved residency policy. A residency committee may assist in the decision and appeals of a decision will be reviewed by the Associate Vice President of Enrollment.
  11. Falsification of records or documents will result in immediate tuition rate adjustment and could result in disciplinary action.

Veteran and Military Personnel

As required by PA Act 11 of 2015, Veterans and Military Personnel, their spouses, and/or dependent children, may be eligible for reduced tuition rates as outlined below.

1. **Veterans, their spouses, and/or dependent children**, who reside in the Commonwealth of PA will be granted a tuition rate equivalent to the local sponsorship rate. For purposes of this policy, a veteran student is defined as an individual who: (a) Served in the United States Armed Forces, including a reserve component and National Guard, and was discharged/released from service under conditions other than dishonorable; or one who is an active-duty service member; and (b) Resides in Pennsylvania while enrolled at Northampton Community College.

2. **Active military personnel, their spouses, and/or dependent children**, who are enrolled in online (distance) classes, and who reside outside of the Commonwealth, will be granted a tuition rate equivalent to the Commonwealth of PA rate.

3. **Any individual who receives VA education benefits under chapters 1606, 1607, 30, 31, and 33**, and who resides outside of the Commonwealth, will be granted a tuition rate equivalent to the Commonwealth of PA rate.

4. **Civilian personnel who work at a Department of Defense facility in the Commonwealth of PA, their spouses, and/or dependent children**, will be granted a tuition rate equivalent to the local sponsorship rate.

Those who qualify for reduced rates, as outlined above, are exempt from the 90-day residency waiting period but must provide both proof of service and proof of residency before the start of the semester for which reduced rates are to be granted.

Proof of service must be documented with a DD214, current military ID, and/or VA Certificate of Eligibility.

Proof of residency, showing the local/PA address, can be documented with any of the following: PA Driver's License/PA Dept. of Transportation ID card, per capita (school district) tax receipt, local EIT or Pennsylvania tax return, lease, utility bill, deed, bank statement, pay stub, credit card bill, or phone bill.

Important note: Students who qualify for residency after the beginning of a semester will be granted the appropriate tuition rates for the following semester. The college will not make retroactive changes to residency status.

Transferring In

Northampton Community College will accept credits when transferring from another institution and for appropriate prior learning when the following criteria are met. Transfer Credit will be determined by course equivalencies, including expected learning outcomes, which are aligned with the college's curricula and standards.

In addition to regionally accredited colleges and universities, Northampton Community College also awards credit and course placement to students based on previous academic, employment, military, and other learning experiences not earned in a traditional course. Credit is also awarded for nationally recognized examinations, professional certifications, or by portfolio evaluation of prior learning based on course equivalencies and their stated learning outcomes.

A minimum of 25% of credits required for any degree, certificate, or specialized diploma must be earned through NCC course work. Remaining credits may be awarded through college transfer and credit awards for prior learning.

1. Credits may be earned from:

- U.S. colleges and universities that are regionally accredited. Coursework from other institutions not regionally accredited will be reviewed on a case by case basis.
- International institutions that are evaluated by a NACES-approved evaluation agency and a copy of the evaluation sent directly to NCC. For more information concerning an evaluation service provider, please contact the NCC Admissions Office.
- All branches of the Military based on a review of an official Joint Services Transcript as reviewed with credit recommendations by the American Council on Education or official transcript from the Community College of the Air Force.
- College Level Examination Program (CLEP), Excelsior College Examination Program, or DANTES Standardized Subject Test (DSST)
- Advanced Placement (AP) Exams taken through the College Board and International Baccalaureate (IB) Exams
- Non-traditional training as recommended by the American Council on Education (ACE)
- Portfolio Assessment of Prior Learning
- Industry-recognized Credentials

GED scores from the GED testing service, as recommended by the American Council on Education (ACE)

2. Courses with a grade of C or better (grade value of 2.0) will be considered for transfer. Courses taken on a pass/fail basis may be accepted only if the official transcript states that a "pass" grade or a "satisfactory" is equivalent to a C or above. Courses will be considered for transfer regardless of their age; however, some programs may restrict the age of courses used for program admission, prerequisite purposes, and/or program completion.

3. Course content must be shown to be equivalent to a Northampton course or meet the criteria of a general education course or category or an elective in a given discipline.

4. A student must be accepted at NCC to have such credits applied to their academic record. Grades do not transfer; transfer credits have no effect on the Northampton Community College grade point average (GPA). Transfer credits earned will reference the test or method used for granting credits.

5. Official transcripts must be mailed or sent electronically to the Records Office directly from the student's previous college, university, or other post-secondary educational institution.

Transfer with a Bachelor's degree

A student possessing a baccalaureate degree from a regionally accredited college or university and enrolling at Northampton in an Associate's degree or Certificate program shall be considered to have completed the general education core requirements except for required courses identified by the program faculty. Check with Admissions Office for approved list of general education courses transferrable into each program. A student possessing a baccalaureate degree from an institution not regionally accredited will have the credential reviewed on a case by case basis.

Transfer Out to Other Institutions

More than half of the students at Northampton are enrolled in transfer programs. The College will recommend for transfer those students whose personal qualities and academic achievement indicate that they will succeed at other institutions. Although a C average is usually considered minimal for transfer, the specific average required varies with the selective admissions policy established by each individual institution.

The transfer of specific courses normally depends upon appropriateness of completed work to the intended transfer program. Generally, courses completed with a grade of C or better receive transfer credit. The maximum amount of transfer credit varies by college, but normally 60 to 70 credit hours of applicable course work can be transferred. The final decision regarding admission and the acceptability of transfer credit hours rests with the receiving institution.

A course-by-course reference guide is available for your use in the Northampton Advising and Transfer Office. The guide indicates how individual NCC courses transfer to many of the four-year institutions in eastern Pennsylvania. Some course guides are on the advising and transfer services web page.

The fact that freshman and sophomore requirements vary considerably among senior colleges suggests that students should discuss their transfer plans with both a faculty advisor and an advising specialist, who will help plan a program as near as possible to the requirements of the intended transfer program.

Unless there is no doubt that the student will transfer to a particular college, it is generally advisable to take courses at the College which are as close as possible to those offered at those colleges which might be considered for transfer.

Articulation Agreements

NCC has over 100 articulation agreements with more than 30 colleges and universities. Articulation agreements are signed by two institutions to make the transfer process easier for students. There are several types of articulation agreements that NCC has with various institutions. Most offer the greatest benefit to students who earn an associate degree then transfer to complete a baccalaureate degree. The most common types of agreements are explained below.

Dual Admissions

Dual Admissions agreements allow students to apply to both NCC and the partner four-year institution. Typically, students are provisionally accepted to the four-year institution provided they meet the admissions criteria outlined in the agreement. Admissions criteria usually require a student to earn an associate degree with a minimum grade point average. Dual admissions agreements are good for students who know before coming to NCC the four-year institution they want to attend.

Cooperative Agreements

Northampton Community College has partnered with Reading Area Community College and Harrisburg Area Community College to offer students a pathway to begin their education at NCC and pursue admission into one of the selective healthcare degree programs listed below. Students interested in these programs are encouraged to enroll in the Health Sciences, AAS degree at NCC and consult with their Academic Advisor to ensure they are completing the necessary coursework and application steps for these competitive admissions tracks.

Select the program for more information.

Reading Area Community College

- **AAS Histotechnician**
- **AAS Medical Laboratory Technician**

Harrisburg Area Community College

- **AS Cardiac Invasive Technology**

Core-to Core

Core-to Core agreements guarantee that credit earned by students who complete an A.A. or A.S. degree at NCC will be accepted towards the core requirements at the four-year institution. Core requirements are the general education portion of a baccalaureate degree. General education requirements vary among institutions. Students benefit from core-to-core agreements because all of the credit earned from the associate degree is applied to the four-year program without evaluating individual courses. Typically, there are also admissions criteria for transfer students outlined in the agreement.

Program-to-Program

Program-to-Program agreements are designed to map out the curriculum necessary for students to earn an associate degree at NCC and meet the requirements for a corresponding baccalaureate degree at a four-year institution. The agreements stipulate the exact major courses, general education courses, and electives students should take to make a seamless transfer.

Take your Credits with You

Take your Credits with You Pennsylvania has an innovative statewide transfer system that allows up to 30 foundation credits to be transferred from one participating college or university to another, anywhere in the state. **Pacollegetransfer.com** offers all the information you need to make full use of this transfer system.

List of Institutions with Agreements

- Albright College
- Bloomsburg University of PA
- Cabrini College
- Capella University
- Cedar Crest College
- Centenary College
- Central Pennsylvania College
- Champlain College
- College Misericordia

- DeSales University
- Dickinson College
- Drexel University
- East Stroudburg University of PA
- Eastern Kentucky
- Fairleigh Dickinson University
- Franklin University
- Immaculata University
- Kaplan College
- Keystone College
- King's College
- Kutztown University of PA
- Lafayette College
- Lehigh University
- Marlboro College
- Marywood University
- Misericordia University
- Moore College of Art and Design
- Moravian College
- Nova Southeastern University
- Old Dominion University
- Peirce College
- Pennsylvania College of Technology
- PSU Lehigh Valley
- St. Joseph's College of Maine
- SUNY College of Environmental Science and Forestry
- Temple University
- Thomas Jefferson University
- University of Delaware
- University of Illinois at Springfield
- University of Pittsburgh
- University of the Arts
- Upper Iowa University
- West Virginia University

Bachelor Degree Completions at NCC

Business Administration, East Stroudsburg University

Beginning Fall 2016, East Stroudsburg University will offer a Bachelor of Science (BS) degree in Business Management at the NCC Bethlehem Campus. This accelerated three-year program is geared for NCC's traditional students after completing their associates degree, with a choice of either a Marketing or Management concentration.

Registered Nursing, East Stroudsburg University

Graduates of the NCC registered nursing (RN) program can transfer seamlessly to the East Stroudsburg University RN to BS in Nursing completion program offered on the NCC Bethlehem campus. The program features an evening class schedule of courses delivered in a blended format with rotating in-class and on-line meetings. An ESU advisor is on site during the academic year to provide guidance.

Technical Leadership, Bloomsburg University

Bloomsburg University (BU) offers a Bachelor of Applied Science (BAS) in Technical Leadership on the NCC Bethlehem Campus. Students who earn an Associate in Applied (AAS) degree in a technical program at NCC may stay at NCC to complete additional NCC courses that will count towards general education requirements for the BAS. The remaining BU requirements for the BAS will be offered as a mix of evening on-campus courses at NCC and online courses.

For more information on these opportunities, please contact your advisor.

Individualized Transfer Studies Program

The Individualized Transfer Studies program at Northampton is designed for students who have a clear intention to transfer to a specific baccalaureate college. The program is unique in that each student works with the four-year institution and designs a curriculum to meet the specific requirements for the major at the baccalaureate institution.

The program consists of a three-part curriculum which includes:

- The current general education core for the associate in arts (A.A.) programs;
- The addition of one Humanities and one Social Science to the general electives;
- The remaining credit hours will align with the requirements at the transfer institution.

The Individualized Transfer Program ensures that students take only those courses at NCC which are required by the four-year institution to which they intend to transfer. This option is intended for students who have identified their baccalaureate institution of choice. The student must meet with an advisor at the four-year institution to pre-plan a program of transferable courses. These Northampton courses will fulfill the general distribution requirements and other courses that are required at the four-year institution. This enables students to get a head start on their baccalaureate degree with an associate's degree from Northampton.

Course Add/Drop and Course Withdrawals

Course Add/Drop

Students may add courses to their schedule by the Add deadline, and may drop courses from their schedule by the Drop deadline. Dropped courses will not appear on the student's transcript.

Course Withdrawal

After the Drop deadline students may withdraw themselves from classes in which they are enrolled through the 90% point of the semester. An instructor may issue a withdrawal for poor attendance through the same period. Any student who officially withdraws, or is withdrawn by the instructor during this period will receive a grade of W for the course.

Student Right to Know and Campus Security Act

Graduation rates, transfer out rates, and campus crime data required by the Student Right to Know and Campus Security Act are available upon request from the Records Office, 610.861.5494, the Office of the Vice President for Student Affairs, 610.861.4558, or Campus Security.

2014 Annual Crime Report (PDF)

Student Rights and Responsibilities

A student has the right to pursue an education in an environment that is conducive to the free flow of information and ideas. At Northampton Community College, a student is encouraged to express him or herself through speech and actions and to actively participate in decisions affecting the educational process of the College. With rights come responsibilities. A student has the responsibility to realize that his or her actions must not interfere with the College's function as an educational institution and with the rights of others. The current student handbook contains the full student's rights and responsibilities document.

Policy on Student Professional Conduct

Documented evidence of a student's failure to conduct herself/himself in accordance with professional codes of conduct (i.e. Departmental and Host Facilities Code of Ethics, Policies on Clinical Procedures, Departmental Policies and Procedures, etc.) could result in serious academic penalties, up to and including failure in the course or dismissal from the academic program. If a student wishes to appeal any action taken under this policy, he/she should follow the procedures for appeal of grades.

Transfer Recommendation Policy

To receive an unconditional recommendation for transfer from the Office of the Vice President for Student Affairs, a student must have a cumulative grade point average of 2.00 and no prior disciplinary record at NCC. Students who do not satisfy the two aforementioned requirements may receive a conditional transfer recommendation.

Policies Found in Student Handbook

Visit **www.northampton.edu/StudentHandbook**

Required Student Medical Examinations Policy, Student Handbook page 15

Information Technology Acceptable Use Policy, Student Handbook page 36

Confidentiality, Student Handbook page 47

Student Code of Conduct, Student Handbook page 55

Smoking/Tobacco Policy, Student Handbook page 77

Drug and Alcohol Use, Student Handbook page 78

Pregnancy and Related Conditions Policy

1. Non-Discrimination Statement

Northampton Community College (NCC) does not discriminate in its education program or activity against any applicant for admission, student, applicant for employment, or employee on the basis of current, potential, or past pregnancy or related conditions as mandated by Title IX of the Education Amendments of 1972 (Title IX). NCC prohibits members of the NCC community from applying any rule or taking any action which treats an applicant for admission, student, applicant for employment, or employee differently on the basis of current, potential, or past parental, family, or marital status. This policy and its pregnancy-related protections apply to all pregnant students. For pregnancy and related conditions protections for employees, contact the Office of Human Resources for information on the Family Medical Leave Act (FMLA).

2. Definitions

Familial Status. The configuration of one's family or one's role in a family.

Marital Status. The state of being married or unmarried.

Parental Status. The status of a person who, with respect to another person who is under the age of 18; is a biological, adoptive, foster, or stepparent; a legal custodian or guardian; in loco parentis with respect to such a person; or actively seeking legal custody, guardianship, visitation, or adoption of such a person. Or a person who is 18 or older but who is incapable of self-care because of a mental or physical disability.

Pregnancy and Related Conditions. Pregnancy, childbirth, false pregnancy, termination of pregnancy, lactation, medical conditions related thereto, or recovery therefrom.

Reasonable Modifications. Individualized modifications to the NCC's policies, practices, or procedures to prevent discrimination on the basis of pregnancy or a related condition and that do not fundamentally alter the NCC's education program or activity.

3. Information Sharing Requirements

Any NCC employee who becomes aware of a student' pregnancy or related condition is encouraged to provide the student with the Title IX Coordinator's contact information and explain that the Coordinator can help take specific actions to prevent discrimination and ensure equal access to the NCC's education program and activity.

Upon notification of a student's pregnancy or related condition, the Title IX Coordinator will contact the student and inform the student of the NCC's obligations to prohibit sex discrimination on the basis of pregnancy or related conditions. Additionally, the Title IX Coordinator will inform the student of the NCC's ability to:

- Provide Reasonable Modifications
- Allow access, on a voluntary basis, to any separate and comparable portion of the institution's education program or activity
- Allow a voluntary period of non-enrollment while minimizing any related penalties
- Allow continued participation in all programs and activities, including athletics
- Ensure lactation space availability
- Ensure flexibility with lactation (nursing, pumping, etc.)

When a student is experiencing pregnancy-related conditions, the Title IX Coordinator will notify the student that the NCC will treat pregnancy as comparable to other temporary medical conditions for medical benefit, service, plan, or policy purposes. The Title IX Coordinator will also notify the student of the process to file a complaint for alleged discrimination, harassment, or retaliation, as applicable.

4. Reasonable Modifications

Students who are pregnant or are experiencing related conditions may request Reasonable Modifications to ensure equal access to the NCC's education program and activity and to prevent sex discrimination. Any student seeking Reasonable Modifications must contact the Title IX Coordinator to discuss appropriate and available Reasonable Modifications based on the pregnant student's individual needs. Students are encouraged to request Reasonable Modifications as promptly as possible. Retroactive modifications may be available in limited circumstances. Reasonable Modifications are voluntary, and a student can accept or decline the Reasonable Modifications offered. Not all Reasonable Modifications are appropriate for all contexts.

Reasonable Modifications may include:

- Breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom
- Intermittent absences to attend medical appointments
- Access to online or homebound education, where available
- Changes in schedule or course sequence, where available
- Time extensions for coursework and rescheduling of tests and examinations
- Allowing a student to sit or stand, or carry or keep water nearby
- Counseling
- Changes in physical space or supplies (for example, access to a larger desk or a footrest)
- Elevator access
- A larger uniform or other required clothing or equipment
- Other reasonable changes to policies, practices, or procedures determined by the Title IX Coordinator

In situations such as clinical rotations, performances, labs, and group work, the institution will work with the student to devise an alternative path to completion, if possible. In progressive curricular and/or cohort-model programs, medically necessary leaves are sufficient cause to permit the student to shift course order, substitute similar courses, or join a subsequent cohort when returning from leave. The Title IX Coordinator will work with students, their faculty members, and the NCC's support systems to devise a plan for how to best address the conditions as pregnancy progresses, anticipate the need for leaves, minimize the academic impact of their absence, and get back on track as efficiently and comfortably as possible.

Supporting documentation for Reasonable Modifications will only be required when it is necessary and reasonable under the circumstances to determine which Reasonable Modifications to offer or to determine specific actions to take to ensure equal access.

Information about pregnant students' requests for modifications will be shared with faculty and staff only to the extent necessary to implement the Reasonable Modification.

Students experiencing pregnancy-related conditions that manifest as a temporary disability under the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act are eligible for reasonable accommodations just like any other student with a temporary disability. The Title IX Coordinator may refer a student experiencing pregnancy-related conditions to Accessibility Resource Center to ensure the student receives reasonable accommodations for their temporary disability as required by law.

5. Certification to Participate

All students should be informed of health and safety risks related to participation in academic and co-curricular activities, regardless of pregnancy status. A student may not be required to provide healthcare provider or other certification that the student is physically able to participate in the program or activity, unless:

1. The certified level of physical ability or health is necessary for participation;
2. The institution requires such certification of all students participating; and
3. The information obtained is not used as a basis for pregnancy-related discrimination

6. Lactation Space Access

The NCC provides students and employees with access to lactation spaces that are functional, appropriate, and safe. Such spaces are regularly cleaned, shielded from view, and free from the intrusion of others. Restrooms will not be designated as appropriate lactation spaces.

Lactation spaces are located in the following areas:

- Bethlehem Campus: College Center room 381
- Pocono Campus: Kapp Hall room 010B
- Fowler Campus: Fowler room 016

7. Period of Non-Enrollment

The College complies with Title IX regulations, which allows a student to have a break in their enrollment at the College for medical reasons related to pregnancy and recovery for the length of time recommended by their physician. Students who have a medical emergency related to their pregnancy and as a result withdrawal from their in-progress courses may be eligible for a tuition credit. Additionally, students who were unable to withdrawal from a course(s) by the deadline due to a medical emergency related to their pregnancy may be eligible for a retroactive withdrawal. Students should refer to the College's Retroactive Withdrawal and Tuition Credit Policy and Procedures for Emergency Medical/Extenuating Circumstances.

Upon returning to the College, the student will retain their same academic status held at the time the break began. Students anticipating a break in their enrollment for more than two major semesters (excluding Summer) should notify the Office of Records and Registration. Students enrolled in selective or cohort-based programs at the time of their non-enrollment are encouraged to discuss with the program Director how a withdrawal may affect their progress, as program-specific policies may apply.

Continuation of students' scholarships or similar NCC-sponsored funding during the non-enrollment term will depend on student registration status and the policies of the funding program regarding registration status. Students will not be negatively impacted, nor will they forfeit their future eligibility for scholarships or other NCC-supported funding, by exercising their rights under this policy. However, financial aid eligibility and related matters are subject to federal guidelines for recipients of Title IV aid and may fall outside the scope of this policy. For more information, refer to the Federal Policy on Satisfactory Academic Progress.

Student housing information during a period of non-enrollment can be found in the Resident Student Handbook.

Any questions related to a period of non-enrollment should be directed to Enrollment Services.

8. NCC Housing

A pregnant student's NCC housing status will not be altered based on pregnancy status unless requested by the student. No one under the age of 17 is permitted to live in the campus residence halls. Parenting students' access to housing is governed by the Resident Student Handbook.

9. Policy Dissemination and Training

A copy of this policy will be made available to students, faculty and employees and posted on the NCC Title IX website. NCC will alert all new students about this policy and the location of this policy as part of orientation. The Title IX office will make educational materials available to all members of the NCC community to promote compliance with this policy and familiarity with its procedures.

10. Complaints

Students who wish to make a complaint regarding discrimination, harassment, or retaliation on the basis of current, potential, or past pregnancy or related conditions may do so by contacting the Title IX Coordinator directly.

Dr. Alyson C. Patascher
Title IX Coordinator & Clery Compliance Specialist
570-369-1960
apatascher@northampton.edu
https://www.northampton.edu/about/title-ix/

Degree and Graduation Requirements

The following requirements apply to all degree, certificate, and specialized diploma programs:

- Students must have a cumulative grade point average of 2.00 (C or higher) for all work applied toward the program at Northampton.
- Students must successfully complete the specific program requirements as outlined elsewhere in this catalog.
- If a student breaks matriculation for two consecutive major semesters, the program requirements in effect during the semester of re-entry shall be the student's graduation requirements.
- A student may graduate under the requirements in effect during the year of entry into the program, those in effect during the year of re-entry (as described above), or those in effect during the year of graduation.
- Formal application for graduation must be made by submitting the designated form to the Records Office prior to the date stipulated on the College calendar. A student must apply for each Specialized Diploma, Certificate and/or degree that he or she wishes to earn.
- Students are ultimately responsible for ensuring that they have met all graduation requirements
- Students seeking a second major or second degree must complete requirement for the second program with at least 15 different credits.

Additional requirements for specialized diplomas:

- The specialized diploma program will have no less than 6 credits and typically no more than 30 credits.
- At least one-fourth of the credits or a minimum of nine credits, whichever is greater, must be earned at Northampton.

Additional requirements for certificates:

- The certificate program includes a minimum of 30 credits, and must include six credits outside the particular field, taken from the general education core.
- At least one-fourth of the credits or a minimum of nine credits, whichever is greater, must be earned at Northampton.

Additional requirements for all degrees:

- The degree program includes a minimum of 60 semester hours of credit.
- At least one-fourth of the credits or a minimum of fifteen credits, whichever is greater, must be earned at Northampton.

Northampton Community College confers the following in designated programs of study:

Degrees

- Associate in Arts degree (A.A.)
- Associate in Science degree (A.S.)
- Associate in Applied Science degree (A.A.S.)

Certificates

Specialized Diplomas

Curriculum framework for degrees

An associate in arts degree should contain:

- A minimum of 60 credits
- A minimum of 50 percent common or general knowledge (humanities and social science preliminary courses, and at least one science or math course)
- A minimum of 25 percent contextual knowledge (science, mathematics, and pre-specialization courses in humanities or social sciences)

An associate in science degree should contain:

- A minimum of 60 credits
- A minimum of 33 percent common or general knowledge (humanities and social science preliminary courses)
- A maximum of 67 percent scientific and technically related courses (mathematics and science; within technical A.S. degrees like engineering, mathematics and science should roughly equal technical courses in number of credits)

An associate in applied science degree program should contain:

- A minimum of 60 credits
- A minimum of 33 percent common knowledge (humanities and social sciences courses and one math or science course)
- A minimum of 50 percent and a maximum of 67 percent technical and technically related courses. Mathematics and science are essentially technically related, contextual courses in all curricula, but they are critical to the effectiveness of most A.A.S. degrees; they may appear as "purer" contextual courses in the technically related category and as applied courses in the technical category

A certificate program should contain:

- A minimum of 30 credits
- 6 credits outside the particular field, taken from the general education core

A specialized diploma program should contain:

- A minimum of 6 credits and typically no more than 30 credits

General Education Core Curriculum (GE)

What is General Education at Northampton Community College?

An undergraduate degree is comprised of three parts: courses in the major, elective courses, and courses in the General Education Core Curriculum. *Major courses* define the program of study. Students choose *electives* that fit their individual interests. The General Education Core Curriculum is the part of the academic experience that all students have *in common*.

The GE Core defines an important set of knowledge and skills that will help our graduates to continue learning, adapt to change, and become citizens who can make wise choices and contribute to their community.

The General Education Core Curriculum is designed to go hand in hand with the major courses to develop skills that will serve students in their academic study, careers, and in their lives. Though in some designated GE Core courses the focus will be on particular outcomes, we expect that the knowledge and skills that are part of the GE Core Curriculum will be reinforced throughout the other major courses and electives

Courses satisfying various General Education Core requirements are listed below by category; such requirements must be satisfied by selecting courses from among the listings below. Unless otherwise specified, they are applicable to all degrees (A.A./A.S./A.A.S.).

General Education Core Goals and Learning Outcomes

I. Knowledge of Arts, Cultures and the Natural World

ARTS & HUMANITIES

Goal: Students should understand both the creative process and how works of human imagination and thought from diverse cultures, places, and times express varieties of human experience.

Learning Outcomes:

- Students will discuss, analyze and interpret works that confront, express, and examine human experience.
- Students will describe and explain the ways that language, literature, philosophy, or the visual and performing arts challenge or reinforce specific cultural or historic values and conditions.

SOCIAL SCIENCE

Goal: Students will demonstrate knowledge of Societies and Institutions Over Time (SIT) and the Scientific Study of Human Behavior (SSHB).

Learning Outcomes:

- Students will identify and apply social science theories and concepts to behavioral or societal issues. (SIT & SSHB)
- Students will explain how a social science discipline describes and analyzes social change or human behavior.
- Students will describe how people's experiences and perspectives are shaped by sex, gender, ethnicity, class, age, race, culture and other factors.

Note: Social science courses must address the first outcome and one of the two remaining outcomes.

SCIENCE

Goal: Students will demonstrate a working knowledge of scientific principles and concepts and be able to apply them to daily situations.

Learning Outcomes:

- Students will explain the scientific method, recognizing the potential for uncertainty in the scientific inquiry.
- Students will apply basic field and laboratory skills used for collecting and analyzing data according to the particular discipline.

DIVERSITY AND GLOBAL AWARENESS

Goal: Students will demonstrate an understanding of human diversity and an awareness of global issues through analysis of arts, histories, cultures, geographies, economics, medicine, scientific data and/or institutions.

Learning Outcomes:

- Students will discuss and explain how the diverse range of human differences influences the historical and current formation of artistic, economic, social, scientific, cultural or political institutions.
- Students will examine how the range of human differences influences each individual's experience of equality and inequality within a society, its institutions, or its cultures.
- Students will analyze how individuals and institutions have addressed persistent global challenges.

Note: to carry a diversity designation, the course needs to address at least one of the three outcomes.

II. Intellectual and Practical Skills

COMMUNICATION

Goal: Students will present and support ideas in an organized and coherent manner consistent with the intended audience and purpose in both speaking and writing.

Learning Outcomes:

- Students will identify, analyze, and choose supporting materials in written and spoken communication.
- Students will organize information with a central idea or thesis.
- Students will differentiate among various audience needs in word choice, level of explanation, and method of presentation.

See Writing Intensive requirements and guidelinesGeneral Education Core Curriculum Requirements for Writing-Intensive (G) Courses

TECHNOLOGICAL COMPETENCY

Goal: Students will effectively use current technology as a tool for productive and professional communication and academic work.

Learning Outcomes:

- Effectively select and use the appropriate technology applications or resources to accomplish specific goals
- Be an active and responsible participant in online communities.
- Understand the ethical facets of technology in a global society.

QUANTITATIVE LITERACY

Goal: Students will interpret and analyze quantitative data to solve problems.

Learning Outcomes

- Students will interpret, analyze, and draw conclusions about data presented as words, abstract symbols, tables or graphs.
- Students will use mathematics to model events and solve problems.
- Students will communicate using mathematical language, symbols, data, and graphs.

INFORMATION LITERACY

Goal: Students will demonstrate research skills in gathering, evaluating, and using information.

Learning Outcomes

- Students will locate and identify information
- Students will evaluate source information and incorporate it into their work.
- Students will use source information in an ethical and legal fashion.

Arts and Humanities (AH)

ARCH100 Architecture History I - Antiquity to 1870 (*Architecture , AAS only)*	Architectural History I - Antiquity to 1870	3 credits
ARTA100 Art & Visual Thinking	Art & Visual Thinking	3 credits
ARTA101 Art History Survey	Art History Survey	3 credits
CMTH126 The Communication Arts	The Communication Arts	3 credits
COMM220 Introduction to Film	Introduction to Film	3 credits
COMM235 Understanding Culture Through Film	Understanding Culture Through Film	3 credits
DANC101 Dance History	Dance History	3 credits
DANC110 Ballet I	Ballet I	2 credits
DANC120 Modern Dance I	Modern Dance I	2 credits
DANC130 Jazz I	Jazz I	2 credits
DANC210 Ballet II	Ballet II	2 credits
DANC220 Modern Dance II	Modern Dance II	2 credits
DANC230 Jazz II	Jazz II	2 credits
ENGL201G British Literature I	British Literature I	3 credits
ENGL203G Shakespeare	Shakespeare	3 credits
ENGL205G American Literature I	American Literature I	3 credits
ENGL211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits
ENGL215G Multicultural Adolescent Lit	Multicultural Adolescent Literature	3 credits
ENGL250G Latin American Literature	Latin American Literature	3 credits
ENGL251G British Literature II	British Literature II	3 credits
ENGL253 Creative Writing	Creative Writing	3 credits
ENGL255G American Literature II	American Literature II	3 credits
ENGL256G Modern Poetry	Modern Poetry	3 credits
ENGL257G 20th Century Literature by Women	20th Century Literature by Women	3 credits
ENGL258 Fiction Writing	Fiction Writing	3 credits
ENGL260G Contemporary Literature	Contemporary Literature	3 credits
ENGL264G Irish Literature	Irish Literature	3 credits
ENGL265G African American Literature	African-American Literature	3 credits
ENGL267 Poetry Writing	Poetry Writing	3 credits
HUMA121 American Work Experience	American Work Experience	3 credits
HUMA140 Introduction to Women and Gender Studies	Introduction to Women and Gender Studies	3 credits
HUMA150 Nature of the Environment	Nature of the Environment	3 credits
HUMA210 Creativity and the Origin of Ideas	Creativity and the Origin of Ideas	3 credits
HUMA299 Honors Program Capstone	Honors Program Capstone	3 credits
JOUR101 Journalism and Society	Journalism and Society	3 credits
MDLA102 Elementary French I	Elementary French I	3 credits
MDLA103 Elementary Spanish I	Elementary Spanish I	3 credits
MDLA105 Elementary Chinese I	Elementary Chinese I	3 credits
MDLA107 Elementary Arabic I	Elementary Arabic I	3 credits
MDLA112 Elementary French II	Elementary French II	3 credits
MDLA113 Elementary Spanish II	Elementary Spanish II	3 credits
MDLA115 Elementary Chinese II	Elementary Chinese II	3 credits
MDLA117 Elementary Arabic II	Elementary Arabic II	3 credits
MDLA122 Intermediate French I	Intermediate French I	3 credits
MDLA123 Intermediate Spanish I	Intermediate Spanish I	3 credits
MDLA125 Intermediate Chinese I	Intermediate Chinese I	3 credits
MDLA133 Intermediate Spanish II	Intermediate Spanish II	3 credits
MDLA135 Intermediate Chinese II	Intermediate Chinese II	3 credits
MUSC101 Introduction to Music	Introduction to Music	3 credits
PHIL111 On Death and Dying	On Death and Dying	3 credits
PHIL121 World Religions	World Religions	3 credits
PHIL201 Introduction to Philosophy	Introduction to Philosophy	3 credits
PHIL202 Ethics and Moral Problems	Ethics & Moral Problems	3 credits

PHIL204 Asian Philosophies	Asian Philosophies	3 credits
PHIL211 Ancient Philosophy	Ancient Philosophy	3 credits
PHIL215 Modern Philosophy	Modern Philosophy	3 credits
PHIL220 Existentialism	Existentialism	3 credits
PHIL225 What is Freedom?	What is Freedom?	3 credits
THEA110 Intro. to the Theatre Prod./Tech.	Introduction to the Theatre Prod./Tech.	3 credits
THEA111 Acting I	Acting I	3 credits
THEA115 Technical Theatre and Design	Technical Theatre and Design	3 credits
THEA117 Stagecraft	Stagecraft	3 credits
THEA189 Stage, Voice and Movement	Stage Voice and Movement	1 credits
THEA190 Stage Production	Stage Production	1 credits
THEA206 Directing	Directing	3 credits
THEA211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits
THEA212 Acting II	Acting II	3 credits
THEA218 Theatre Portfolio	Theatre Portfolio	1 credits

Critical Thinking (CT)

CJST111 American Legal System	American Legal System	3 credits
CJST115 Criminal Law	Criminal Law	3 credits
CJST121G Criminology	Criminology	3 credits
CJST250 Contemp Issues Criminal Justice	Contemporary Issues Criminal Justice	3 credits
ENGL255G American Literature II	American Literature II	3 credits
ENGL260G Contemporary Literature	Contemporary Literature	3 credits
HIST173 Modern European History 1815-Present	Modern European History - 1815-Present	3 credits
GEOG210 Weather and Climate	Weather and Climate	4 credits
PHIL111 On Death and Dying	On Death and Dying	3 credits
POLS101 Intro to Political Science	Introduction to Political Science	3 credits
POLS202 International Relations	International Relations	3 credits
POLS210G American Constitutional Law	American Constitutional Law	3 credits
POLS251 State and Local Government	State and Local Government	3 credits
SOCA102 Cultural Anthropology	Cultural Anthropology	3 credits
SOCA103 Principles of Sociology	Principles of Sociology	3 credits
SOCA150 Deviance	Deviance	3 credits

Social Science: Societies and Institutions over Time (SIT)

ARCH155 Arch Hist II - 1870 to Present (*A.A.S. only)*	Architectural History II - 1870 to Present	3 credits
CMTH221 American Media History	American Media History	3 credits
COMM104 Media and Society	Media and Society	3 credits
GEOG101 Cultures, Peoples and the Environments of the World	Cultures, Peoples and the Environments of the World	3 credits
GEOG151 Cultures, Economies and Environments of the US and Canada	Cultures, Economies and Environments of the US and Canada	3 credits
GLBL130 Introduction to Global Studies	Introduction to Global Studies	3 credits
GLBL160 Field Experience and AcademicResearch in Global Studies	Field Experience and Academic Research in Global Studies	3 credits
GLBL230 Global Studies Capstone	Global Studies Capstone	3 credits
HIST103 Ancient and Medieval History	Ancient and Medieval History	3 credits
HIST113 American History I	American History I	3 credits
HIST121 The Black Experience	The Black Experience	3 credits
HIST123 African Civilizations	African Civilizations	3 credits
HIST140 Modern Chinese History	Modern Chinese History	3 credits
HIST153 Found Mod Euro Hist 1300-1815	Foundations of Modern European History - 1300-1815	3 credits
HIST163 American History II	American History II	3 credits
HIST165 The American Experience of Warfare	The American Experience of Warfare	3 credits
HIST166 Civil War and Reconstruction	Civil War and Reconstruction	3 credits
HIST168 History of the Middle East	History of the Middle East	3 credits
HIST169 History of Latinos in the US	History of Latinos in the US	3 credits
HIST173 Modern European History 1815-Present	Modern European History - 1815-Present	3 credits
HIST183 Mod Ameri History: 1945- Present	Modern American History: 1945 to the Present	3 credits
HIST210 History of Science	History of Science	3 credits
HIST211 History of Pennsylvania	History of Pennsylvania	3 credits
HIST221 American Media History	American Media History	3 credits
INTS201 Implement Sustainable Energy Sys	Implementing Sustainable Energy Systems in Developing Communities (Study Abroad)	3 credits
INTS202 Architecture of the City: Classic to Contemporary	Architecture of the City: Classic to Contemporary	3 credits
POLS101 Intro to Political Science	Introduction to Political Science	3 credits
POLS110 American National Government	American National Government	3 credits
POLS150 Peace Studies & Conflict Resoltn(Study Abroad)	Peace Studies & Conflict Resolution (Study Abroad)	3 credits

POLS170 Politics Mod Turkey Study-Abroad	Politics of Modern Turkey (Study Abroad)	3 credits
POLS202 International Relations	International Relations	3 credits
POLS205 Women and Politics	Women and Politics	3 credits
POLS210G American Constitutional Law	American Constitutional Law	3 credits
POLS251 State and Local Government	State and Local Government	3 credits
SOCA102 Cultural Anthropology	Cultural Anthropology	3 credits
SOCA105 American Ethnicity	American Ethnicity	3 credits
SOCA160 Issues in Contemporary Genocide and Mass Violence	Issues in Contemporary Genocide and Mass Violence	3 credits
THEA102 Theatre History I	Theatre History I	3 credits

Social Science: Scientific Study of Human Behavior (SSHB)

CJST101 Introduction to Criminal Justice	Introduction to Criminal Justice	3 credits
COMM214 Interpersonal Communication	Interpersonal Communication	3 credits
COMM288 Gender Communication	Gender Communication	3 credits
ECON201 Macroeconomics	Macroeconomics	3 credits
FDST110 Food and Identity	Food and Identity	3 credits
FDST201 Sustainable Food Systems	Sustainable Food Systems	3 credits
GEOG121 Environmental Sustainability	Environmental Sustainability	3 credits
GEOG140 Investigating Climate Change	Investigating Climate Change	3 credits
GEOG271 Introduction to Geographic Information Systems	Introduction to Geographic Information Systems	4 credits
HUMA250G Research Methods in the Social Sciences	Research Methods in the Social Sciences	3 credits
INTS250 Study Abroad	Study Abroad	3 credits
PSCO110 Intro to Beh Health & Hum Serv	Introduction to Behavioral Health & Human Services	3 credits
PSYC103 Introduction to Psychology	Introduction to Psychology	3 credits
PSYC105 The Science of Happiness: Promoting Mental Well-Being	The Science of Happiness: Promoting Mental Well-Being	3 credits
PSYC205 Research Methods	Research Methods	3 credits
PSYC230 Intro to Health Psychology	Introduction to Health Psychology	3 credits
PSYC235 Child & Adolescent Psychopathology	Child & Adolescent Psychopathology	3 credits
PSYC245 Cognitive Psychology	Cognitive Psychology	3 credits
PSYC255 Psychopathology	Psychopathology	3 credits
PSYC258 Developmental Psychology	Developmental Psychology	3 credits
PSYC265 Psychology of Sex & Gender	Psychology of Sex & Gender	3 credits
SOCA103 Principles of Sociology	Principles of Sociology	3 credits
SOCA125 Sociology of Families	Sociology of Families	3 credits
SOCA210 Sociology of Gender	Sociology of Gender	3 credits

Quantitative Literacy (QL)

MATH103 Technical Mathematics (*A.A.S. only)*	Technical Mathematics	3 credits
MATH112 Math for Allied Health	Math of Allied Health	3 credits
MATH118 Foundations of Mathematics I (*Middle Level Education, Early Childhood Education & Special Education only)*	Foundations of Mathematics I	3 credits
MATH119 Foundations of Mathematics II (*Middle Level Education & Early Childhood Education only)*	Foundations of Mathematics II	3 credits
MATH120 Nature of Mathematics	Nature of Mathematics	3 credits
MATH140 Applied College Algebra	Applied Algebra	3 credits
MATH145 Trigonometry	Trigonometry	3 credits
MATH150 Introductory Statistics	Introductory Statistics	3 credits
MATH156 STEM College Algebra	STEM College Algebra	4 credits
MATH160 Pre-Calculus	Pre-Calculus	4 credits
MATH165 Applied Calculus	Applied Calculus	3 credits
MATH175 Calculus I with Review (Part 1)	Calculus I with Review (Part 1)	4 credits
MATH176 Calculus I with Review (Part 2)	Calculus I with Review (Part 2)	4 credits
MATH180 Calculus I	Calculus I	4 credits
MATH181 Calculus II	Calculus II	4 credits
MATH210 Calculus III	Calculus III	4 credits
MATH211 Differential Equations	Differential Equations	4 credits

Science (SCI)

BIOS104 Field Ecology	Field Ecology	4 credits
BIOS105 Contemporary Biology	Contemporary Biology	4 credits
BIOS107 Introduction to Biology I	Biology I	4 credits
BIOS110 In Your Genes	In Your Genes	4 credits
BIOS115 Essentials of Biology	Essentials of Biology	4 credits
BIOS126 Environmental Science	Environmental Science	4 credits
BIOS130 Basics of Human Anatomy and Physiology (*Healthcare Office Admin. , AAS only)*	Basics of Human Anatomy and Physiology	4 credits
BIOS150 Biology II	Biology II	4 credits
BIOS160 Human Biology	Human Biology	4 credits
BIOS180 Introduction to Forensic Science	Introduction to Forensic Science	4 credits
BIOS202 Microbiology for Allied Health	Microbiology for Allied Health	4 credits
BIOS204 Human Anatomy & Physiology I	Human Anatomy & Physiology I	4 credits
BIOS206 General Ecology	General Ecology	4 credits
CHEM105 Chemistry in Contemporary Society	Chemistry in Contemporary Society	4 credits
CHEM120 General Chemistry I	General Chemistry I	4 credits
CHEM135 Chemistry of Life	Chemistry of Life	4 credits
CHEM201G Organic Chemistry I	Organic Chemistry I	4 credits
CHEM220 General Chemistry II	General Chemistry II	4 credits
CHEM251 Organic Chemistry II	Organic Chemistry II	4 credits
GEOG150 Astronomy	Astronomy	4 credits
GEOG210 Weather and Climate	Weather and Climate	4 credits
GEOL201 Physical Geology	Physical Geology	4 credits
PHYS101 Physics I	Physics I	4 credits
PHYS151 Physics II	Physics II	4 credits
PHYS152 Physical Science II	Physical Science II	3 credits
PHYS215 Physics for Science and Engineering I	Physics for Science & Engineering I	5 credits
PHYS225 Physics for Science and Engineering II	Physics for Science & Engineering II	5 credits

Diversity and Global Awareness (D)

BIOS126 Environmental Science	Environmental Science	4 credits
BIOS210 Environmental Biology	Environmental Biology	4 credits
BUSA115 Intro to International Business	Introduction to International Business	3 credits
CJST101 Introduction to Criminal Justice	Introduction to Criminal Justice	3 credits
CJST250 Contemp Issues Criminal Justice (Criminal Justice, AAS only)	Contemporary Issues Criminal Justice	3 credits
CMTH126 The Communication Arts	The Communication Arts	3 credits
COMM215 Intercultural Communication	Intercultural Communication	3 credits
COMM235 Understanding Culture Through Film	Understanding Culture Through Film	3 credits
COMM288 Gender Communication	Gender Communication	3 credits
DANC101 Dance History	Dance History	3 credits
ENGL151L English II (literature)	English II	3 credits
ENGL205G American Literature I	American Literature I	3 credits
ENGL211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits
ENGL215G Multicultural Adolescent Lit	Multicultural Adolescent Literature	3 credits
ENGL250G Latin American Literature	Latin American Literature	3 credits
ENGL251G British Literature II	British Literature II	3 credits
ENGL253 Creative Writing	Creative Writing	3 credits
ENGL255G American Literature II	American Literature II	3 credits
ENGL256G Modern Poetry	Modern Poetry	3 credits
ENGL257G 20th Century Literature by Women	20th Century Literature by Women	3 credits
ENGL260G Contemporary Literature	Contemporary Literature	3 credits
ENGL264G Irish Literature	Irish Literature	3 credits
ENGL265G African American Literature	African-American Literature	3 credits
ENGL267 Poetry Writing	Poetry Writing	3 credits
GEOG101 Cultures, Peoples and the Environments of the World	Cultures, Peoples and the Environments of the World	3 credits
GEOG121 Environmental Sustainability	Environmental Sustainability	3 credits
GEOG151 Cultures, Economies and Environments of the US and Canada	Cultures, Economies and Environments of the US and Canada	3 credits
GEOG210 Weather and Climate	Weather and Climate	4 credits
GLBL130 Introduction to Global Studies	Introduction to Global Studies	3 credits

GLBL160 Field Experience and AcademicResearch in Global Studies	Field Experience and Academic Research in Global Studies	3 credits
GLBL230 Global Studies Capstone	Global Studies Capstone	3 credits
HIST113 American History I	American History I	3 credits
HIST121 The Black Experience	The Black Experience	3 credits
HIST140 Modern Chinese History	Modern Chinese History	3 credits
HIST165 The American Experience of Warfare	The American Experience of Warfare	3 credits
HIST166 Civil War and Reconstruction	Civil War and Reconstruction	3 credits
HIST168 History of the Middle East	History of the Middle East	3 credits
HIST169 History of Latinos in the US	History of Latinos in the US	3 credits
HIST173 Modern European History 1815-Present	Modern European History - 1815-Present	3 credits
HIST183 Mod Ameri History: 1945- Present	Modern American History: 1945 to the Present	3 credits
HUMA121 American Work Experience	American Work Experience	3 credits
HUMA140 Introduction to Women and Gender Studies	Introduction to Women and Gender Studies	3 credits
HUMA150 Nature of the Environment	Nature of the Environment	3 credits
HUMA210 Creativity and the Origin of Ideas	Creativity and the Origin of Ideas	3 credits
HOSP201 Strategic Leadership Hospitality (Hospitality Programs only)	Strategic Leadership in Hospitality	3 credits
INTS201 Implement Sustainable Energy Sys	Implementing Sustainable Energy Systems in Developing Communities (Study Abroad)	3 credits
MATH150 Introductory Statistics	Introductory Statistics	3 credits
MDLA102 Elementary French I	Elementary French I	3 credits
MDLA103 Elementary Spanish I	Elementary Spanish I	3 credits
MDLA105 Elementary Chinese I	Elementary Chinese I	3 credits
MDLA107 Elementary Arabic I	Elementary Arabic I	3 credits
MDLA112 Elementary French II	Elementary French II	3 credits
MDLA113 Elementary Spanish II	Elementary Spanish II	3 credits
MDLA115 Elementary Chinese II	Elementary Chinese II	3 credits
MDLA117 Elementary Arabic II	Elementary Arabic II	3 credits
MDLA122 Intermediate French I	Intermediate French I	3 credits
MDLA123 Intermediate Spanish I	Intermediate Spanish I	3 credits
MDLA125 Intermediate Chinese I	Intermediate Chinese I	3 credits

MDLA133 Intermediate Spanish II	Intermediate Spanish II	3 credits
MDLA135 Intermediate Chinese II	Intermediate Chinese II	3 credits
PHIL111 On Death and Dying	On Death and Dying	3 credits
PHIL121 World Religions	World Religions	3 credits
PHIL204 Asian Philosophies	Asian Philosophies	3 credits
POLS101 Intro to Political Science	Introduction to Political Science	3 credits
POLS150 Peace Studies & Conflict Resoltn(Study Abroad)	Peace Studies & Conflict Resolution (Study Abroad)	3 credits
POLS170 Politics Mod Turkey Study-Abroad	Politics of Modern Turkey (Study Abroad)	3 credits
POLS202 International Relations	International Relations	3 credits
POLS205 Women and Politics	Women and Politics	3 credits
POLS210G American Constitutional Law	American Constitutional Law	3 credits
POLS251 State and Local Government	State and Local Government	3 credits
PSYC230 Intro to Health Psychology	Introduction to Health Psychology	3 credits
PSYC258 Developmental Psychology	Developmental Psychology	3 credits
PUBH103 Social and Cultural Perspectives of Health (Public Health, AAS only)	Social & Cultural Perspectives of Health	3 credits
PUBH201 Intro to Global Health (Public Health, AAS only)	Introduction to Global Health	3 credits
SOCA102 Cultural Anthropology	Cultural Anthropology	3 credits
SOCA103 Principles of Sociology	Principles of Sociology	3 credits
SOCA105 American Ethnicity	American Ethnicity	3 credits
SOCA125 Sociology of Families	Sociology of Families	3 credits
SOCA150 Deviance	Deviance	3 credits
SOCA160 Issues in Contemporary Genocide and Mass Violence	Issues in Contemporary Genocide and Mass Violence	3 credits
SOCA204 Social Problems	Social Problems	3 credits
THEA102 Theatre History I	Theatre History I	3 credits
THEA127 Movement for the Actor	Movement for the Actor	3 credits
THEA128 Voice and Speech for Performance	Voice & Speech for Performance	3 credits
THEA202 Theatre History II	Theatre History II	3 credits
THEA209G Live Theatre Experience	Plays: Live Theatre Experience	3 credits
THEA211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits

THEA214 Musical Theatre	Musical Theatre	3 credits

Information Literacy

ENGL101 English I	English I	3 credits
ENGL151L English II	English II	3 credits
	OR	
ENGL151R English II	English II	3 credits
	OR	
ENGL151T English II	English II	3 credits
COMM101 Introduction to Communication	Introduction to Communication	3 credits
PSYC205 Research Methods	Research Methods	3 credits

All courses listed as Communication: Writing Intensive General Education Courses (WI)

All courses listed as Communication: Writing Intensive Program Courses (WI)

Communication: Writing Intensive General Education Courses (WI)

BIOS105G Contemporary Biology	Contemporary Biology	4 credits
ENGL201G British Literature I	British Literature I	3 credits
ENGL203G Shakespeare	Shakespeare	3 credits
ENGL205G American Literature I	American Literature I	3 credits
ENGL211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits
ENGL215G Multicultural Adolescent Lit	Multicultural Adolescent Literature	3 credits
ENGL250G Latin American Literature	Latin American Literature	3 credits
ENGL251G British Literature II	British Literature II	3 credits
ENGL255G American Literature II	American Literature II	3 credits
ENGL256G Modern Poetry	Modern Poetry	3 credits
ENGL257G 20th Century Literature by Women	20th Century Literature by Women	3 credits
ENGL260G Contemporary Literature	Contemporary Literature	3 credits
ENGL264G Irish Literature	Irish Literature	3 credits
ENGL265G African American Literature	African-American Literature	3 credits
GEOG121G Environmental Sustainability	Environmental Sustainability	3 credits
GEOG151G Cultures, Economies and Environments of the US and Canada	Cultures, Economies and Environments of the US and Canada	3 credits
HIST113G American History I	American History I	3 credits
HIST121G The Black Experience	The Black Experience	3 credits
HIST153G Found Mod Euro Hist 1300-1815	Foundations of Modern European History - 1300-1815	3 credits
HIST165G The American Experience of Warfare	The American Experience of Warfare	3 credits
HIST166G Civil War and Reconstruction	Civil War and Reconstruction	3 credits
HIST168G History of the Middle East	History of the Middle East	3 credits
HIST169G History of Latinos in the US	History of Latinos in the US	3 credits
HIST173G Modern European History 1815-Present	Modern European History - 1815-Present	3 credits
HUMA121G American Work Experience	American Work Experience	3 credits
HUMA140G Introduction to Women and Gender Studies	Introduction to Women and Gender Studies	3 credits
HUMA150G Nature of the Environment	Nature of the Environment	3 credits
HUMA250G Research Methods in the Social Sciences	Research Methods in the Social Sciences	3 credits
PHIL111G On Death and Dying	On Death and Dying	3 credits
PHIL202G Ethics and Moral Problems	Ethics & Moral Problems	3 credits
POLS110G American National Government	American National Government	3 credits
POLS205G Women and Politics	Women and Politics	3 credits
POLS210G American Constitutional Law	American Constitutional Law	3 credits
POLS251G State and Local Government	State and Local Government	3 credits
PSYC103G Introduction to Psychology	Introduction to Psychology	3 credits
PSYC258G Developmental Psychology	Developmental Psychology	3 credits
SOCA102G Cultural Anthropology	Cultural Anthropology	3 credits
SOCA103G Principles of Sociology	Principles of Sociology	3 credits
SOCA125G Sociology of Families	Sociology of Families	3 credits
THEA209G Live Theatre Experience	Plays: Live Theatre Experience	3 credits
THEA211G Plays: Classical to Contemporary	Plays: Classical to Contemporary	3 credits

Communication: Writing Intensive Program Courses (WI)

AUTO203G Auto Shop Mgmt Practices	Automotive Shop Management Practices	3 credits
BUSA221G Business Communications	Business Communications	3 credits
CHEM201G Organic Chemistry I	Organic Chemistry I	4 credits
CISC115G Computer Science I	Computer Science I	4 credits
CISC280G Cyberethics	Cyberethics	3 credits
CJST121G Criminology	Criminology	3 credits
CMTH225G Scriptwriting	Scriptwriting	3 credits
COMM230G Introduction to Communication Theory	Introduction to Communication Theory	3 credits
CULA245G Culinary Arts Management Practicum	Culinary Arts Management Practicum	3 credits
DENH251G Preventive Oral Health Services III	Preventative Oral Health Services III	2 credits
DMSG215G Small Parts and Special Topics	Small Parts and Special Topics	2 credits
DMSG239G Vascular Ultrasound Special Topics	Vascular Ultrasound Special Topics	3 credits
DMSG255G Echocardiography Seminar and Capstone Project	Echocardiography Seminar and Capstone Project	2 credits
EARL263G Internship-Early Childhood	Internship-Early Childhood	3 credits
ECON251G Microeconomics	Microeconomics	3 credits
EDUC260G Adolescent Development & Cognition	Adolescent Development & Cognition	3 credits
ELEC272G Computer Electronics Pract. II	Computer Electronics Practicum II	3 credits
ELTC260G Elec Construction Practicum	Electrical Construction Practicum	2 credits
EMEC260G Electromechanical Tech Practicum	Electromechanical Technology Practicum	2 credits
HOSP221G Hospitality Management Practicum	Hospitality Management Practicum	3 credits
HVAC260G HVAC/R Technology Practicum	HVAC/R Technology Practicum	2 credits
JOUR201G Feature Writing	Feature Writing	3 credits
JOUR203G Writing for Public Relations	Writing for Public Relations	3 credits
PARL210G Legal Writing	Legal Writing	3 credits
PSYC251G Child Psychology	Child Psychology	3 credits
be41a4f54d3e0104f38934e10c0204ea - Missing course	Applied Quality Practicum	3 credits
SMAT245G Acute Care of Illnesses and Injury	Acute Care of Illness and Injury	3 credits
SPEC210G Behavior Support	Behavior Support	3 credits
SPRT152G Sports In Society	Sports In Society	3 credits
VETC215G Animal Disease	Animal Disease	3 credits

General Education Core Curriculum Requirements for Writing-Intensive (G) Courses

General Education Core Curriculum Requirements for Writing-Intensive (G) Courses

- One of the learning outcomes must be the development of a student's ability to communicate in writing in the course's discipline The course must have the following as one of its stated student learning outcomes: Students will be able to use the writing process to develop critical thinking skills, create research-based writing, and support a central point using disciplinary conventions.
- Writing assignments must support the student's development of the General Education Communication Outcome listed below.†
- At least fifty percent of the student's final grade must be based upon a series of written assignments (not a collection of short-answer paragraphs) that produce ten to fourteen pages (2,500-3,500 words) of polished student work *or the equivalent in an audio/visual (multi-modal) format.**
- At least half of the writing assessed (25% of the final grade) must require students to identify, evaluate, select, integrate, and document relevant source materials using MLA, APA, Chicago Style, or other appropriate documentation format.***
- The writing in the course must show evidence of critical reading and critical thinking skills appropriate to the discipline.
- The course must emphasize the writing process. The syllabus, statements of instructional method, and individual assignments should incorporate writing development strategies such as brainstorming, outlining, thesis development, peer review, conferences with the instructor, drafts, revisions, and technology tools. Alternatively, faculty may require a series of 4-5 writing assignments, graded with feedback, that build to a final product.

It is suggested, though not required, that WI courses incorporate mandatory Learning Center writing tutor assistance and have "embedded" librarians.

*It is recommended that for General Education courses (as opposed to a capstone course in a student's discipline) faculty assign 2-5 papers in the 3-7-page range or its equivalent in an audio/visual (multi-modal) format.

**Examples of research-based writing may include—in addition to traditional research papers—annotated bibliographies, business plans, lab reports, literature reviews, op-eds, podcasts, scientific research reports (IMRaDs), speeches, videos, web pages, and others.

***Journalism is an exception, as no citations are required.

A.A. and A.S. Degrees

An A.A. degree is defined as requiring 12 credit hours of humanities, 12 credit hours of social science and 9 credit hours of mathematics and science.

An A.S. degree is defined as requiring 12 credit hours of humanities, 6 credit hours of social science and 24 credit hours of mathematics and science.

In addition to the specific requirements for the A.A. and A.S. degrees, there is a General Education Core for both the A.A. and A.S. degree with the minimum requirements listed on the following page.

General Education Core Curriculum Requirements: A.A. Degree, A.S. Degree

Associate in Arts (A.A.) Degree

Associate in Science (A.S.) Degree

1. Communication - 9 credits

ENGL101 English I	English I	3 credits
ENGL151L English II	English II	3 credits
	OR	
ENGL151R English II	English II	3 credits
	OR	
ENGL151T English II	English II	3 credits
COMM101 Introduction to Communication	Introduction to Communication	3 credits

In addition:

Writing Intensive (WI). Communication skills in writing are further reinforced and assessed in two required writing intensive courses (G suffix on course number). One of the General Education courses must be writing intensive. A second writing intensive course may be a General Education course, or a course in the major.

2. Quantitative Literacy (QL) - 3-4 credits

One QL designated course or substitution acceptable to the mathematics department.

3. Technological Competency (C)

Incorporated in all programs in a manner acceptable to the computer/information science department. Any CISC course or verification of computer literacy outcomes imbedded in courses in certain programs.

4. Arts and Humanities (AH) - 3 credits

One AH designated course

5. Social Science - 6 credits

One Societies and Institutions Over Time (SIT) designated course.

One Scientific Study of Human Behavior (SSHB) designated course.

6. Science (SCI) - 3/4 credits

One SCI designated course

7. Diversity and Global Awareness (D)

One Diversity and Global Awareness (D) designated course.

The Electives section of this catalog lists the 100- and 200-level electives which are applicable to the A.A. and A.S. degrees, unless otherwise specified in program requirements. Since the A.A and A.S. degrees are intended for transfer, any courses not in that section are not applicable to the A.A. and A.S. degrees.

All degree programs other than those listed above for A.A. and A.S. degrees lead to the A.A.S. Degree.

General Education Core Curriculum Requirements: A.A.S. Degree

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

1. Communication - 9 credits

ENGL101 English I	English I	3 credits
ENGL151L English II	English II	3 credits
	OR	
ENGL151R English II	English II	3 credits
	OR	
ENGL151R English II	English II	3 credits
COMM101 Introduction to Communication	Introduction to Communication	3 credits

In addition:

Writing Intensive (WI). Communication skills in writing are further reinforced and assessed in one required writing intensive course (G suffix on course number). A program course to be taken in a writing intensive section. A general education course may be taken if no program course is possible.

2. Quantitative Literacy (QL) or Science (SCI) - 3/4 credits

One QL designated course or substitution acceptable to the mathematics department, or one SCI designated course.

3. Knowledge of Arts and Cultures - 9 credits

Three courses in at least two of the fields below. Science or Quantitative Literacy substituted for the third course in certain programs:

- Arts & Humanities (AH)
- Social Science, one Societies and Institutions Over Time (SIT) designated course.
- Social Science, one Scientific Study of Human Behavior (SSHB) designated course.

4. Undesignated free elective (open to student choice) - 3 credits.

5. Technological Competency (C)

Incorporated in all programs in a manner acceptable to the computer/information science department. Any CISC course or verification of computer literacy outcomes imbedded in courses in certain programs.

6. Diversity and Global Awareness (D)

One Diversity and Global Awareness (D) designated course.

Electives

Electives shown below satisfy requirements for electives in various programs, unless otherwise specified in program requirements. Note that only 100- and 200-level courses apply to degrees, and that those applying to A.A. and A.S. degrees must be chosen from the lists of courses applicable to those degrees.

While courses at the 0XX level carry credit for determining student load, those credits may not be applied to any degree, certificate, or diploma granted by the College.

The elective type of special studies courses is designated at the time of offering.

Business Electives

A.A. and A.S. degrees:

Accounting –

ACCT100 Accounting for Non-Accountants	Accounting for Non-Accountants	3 credits
ACCT101 Financial Accounting I	Financial Accounting I	3 credits
ACCT151 Financial Accounting II	Financial Accounting II	3 credits
ACCT201 Intermediate Accounting I	Intermediate Accounting I	4 credits
ACCT202 Managerial Accounting	Managerial Accounting	3 credits
ACCT251 Intermediate Accounting II	Intermediate Accounting II	3 credits

Business Administration –

BUSA101 Introduction to Business	Introduction to Business	3 credits
BUSA152 Business Law I	Business Law I	3 credits
BUSA201 Business Statistics I	Business Statistics I	4 credits
BUSA202 Business Law II	Business Law II	3 credits
BUSA205 Management Fundamentals	Management Fundamentals	3 credits
BUSA232 Principles of Marketing	Principles of Marketing	3 credits

Computer/Information Science –

CISC101 Introduction to Information Technology	Introduction to Information Technology	3 credits
CISC114 Introduction to Computer Science with Python	Introduction to Computer Science with Python	4 credits
CISC115 Computer Science I	Computer Science I	4 credits
CISC125 Computer Science II	Computer Science II	4 credits

Economics –

ECON201 Macroeconomics	Macroeconomics	3 credits
ECON251G Microeconomics	Microeconomics	3 credits

A.A.S. degrees:

- Accounting – all ACCT courses
- Business Administration – all BUSA except 252
- Economics –

ECON201 Macroeconomics	Macroeconomics	3 credits
ECON251G Microeconomics	Microeconomics	3 credits

Humanities Electives

All degrees:

- Art –only

ARTA101 Art History Survey	Art History Survey	3 credits

- Communications – all COMM and all CMTH except 180, 182, 185, 240 and 252
- Dance – all DANC
- English – all ENGL
- Humanities – all HUMA
- Modern Language – all MDLA
- Music –only

MUSC101 Introduction to Music	Introduction to Music	3 credits

- Philosophy – all PHIL

Note: ARCH100 Architecture History I - Antiquity to 1870 may serve as a humanities elective for Architecture A.A.S. students only.

Literature Electives

All degrees:

- English – all ENGL numbered 200 level except ENGL211G, 215G, 253, 258 and 267

Mathematics Electives

A.A. and A.S. degrees:

Mathematics – only

MATH120 Nature of Mathematics	Nature of Mathematics	3 credits
MATH140 Applied College Algebra	Applied Algebra	3 credits
MATH145 Trigonometry	Trigonometry	3 credits
MATH150 Introductory Statistics	Introductory Statistics	3 credits
MATH156 STEM College Algebra	STEM College Algebra	4 credits
MATH160 Pre-Calculus	Pre-Calculus	4 credits
MATH165 Applied Calculus	Applied Calculus	3 credits
MATH175 Calculus I with Review (Part 1)	Calculus I with Review (Part 1)	4 credits
MATH176 Calculus I with Review (Part 2)	Calculus I with Review (Part 2)	4 credits
MATH180 Calculus I	Calculus I	4 credits
MATH181 Calculus II	Calculus II	4 credits
MATH191 Spcl Stdy Math - Prep for Statis	Special Studies in Mathematics	1 credit
MATH202 Discrete Math	Discrete Math	3 credits
MATH210 Calculus III	Calculus III	4 credits
MATH211 Differential Equations	Differential Equations	4 credits

Middle Level Education, Early Childhood Education and Special Education only

MATH118 Foundations of Mathematics I	Foundations of Mathematics I	3 credits

Middle Level Education and Early Childhood Education only

MATH119 Foundations of Mathematics II	Foundations of Mathematics II	3 credits

A.A.S. degrees:

Mathematics - those listed above for A.A. and A.S. degrees plus

MATH103 Technical Mathematics	Technical Mathematics	3 credits

Physical Education Electives

All degrees:

Dance –

DANC110 Ballet I	Ballet I	2 credits
DANC120 Modern Dance I	Modern Dance I	2 credits
DANC130 Jazz I	Jazz I	2 credits
DANC210 Ballet II	Ballet II	2 credits
DANC220 Modern Dance II	Modern Dance II	2 credits
DANC230 Jazz II	Jazz II	2 credits

Physical Education – all PHED

Science Electives

All degrees:

Biological Science – all BIOS except 281, 282, 283

Chemistry – only

CHEM105 Chemistry in Contemporary Society	Chemistry in Contemporary Society	4 credits
CHEM120 General Chemistry I	General Chemistry I	4 credits
CHEM135 Chemistry of Life	Chemistry of Life	4 credits
CHEM220 General Chemistry II	General Chemistry II	4 credits
CHEM251 Organic Chemistry II	Organic Chemistry II	4 credits

Geography –only

GEOG150 Astronomy	Astronomy	4 credits
GEOG210 Weather and Climate	Weather and Climate	4 credits

Geology – all GEOL

Physics – all PHYS

Social Science Electives

All degrees:

Economics – only

ECON201 Macroeconomics	Macroeconomics	3 credits

Geography – all GEOG except 130, 150, 210

History – all HIST

Political Science – all POLS

Psychology – all PSYC except 221

Sociology/Anthropology – all SOCA

Other Electives

A.A. and A.S. degrees:

Accounting – only

ACCT100 Accounting for Non-Accountants	Accounting for Non-Accountants	3 credits
ACCT101 Financial Accounting I	Financial Accounting I	3 credits
ACCT151 Financial Accounting II	Financial Accounting II	3 credits
ACCT201 Intermediate Accounting I	Intermediate Accounting I	4 credits
ACCT202 Managerial Accounting	Managerial Accounting	3 credits
ACCT251 Intermediate Accounting II	Intermediate Accounting II	3 credits

Architecture – only

ARCH100 Architecture History I - Antiquity to 1870	Architectural History I - Antiquity to 1870	3 credits

Art – only

ARTA101 Art History Survey	Art History Survey	3 credits
ARTA107 Drawing I	Drawing I	3 credits
ARTA110 Principles of 3-D Design	Principles of 3-D Design	3 credits
ARTA111 Principles of 2-D Design & Color	Principles of 2-D Design & Color	3 credits
ARTA124 Drawing II	Drawing II	3 credits
ARTA158 Painting I	Painting I	3 credits
ARTA161 Ceramics	Ceramics	3 credits
ARTA162 Sculpture	Sculpture	3 credits
ARTA164 Printmaking	Printmaking	3 credits
ARTA170 Computer Graphics	Computer Graphics	4 credits
ARTA226 Painting II	Painting II	3 credits
ARTA282 Digital Photography	Digital Photography	3 credits
ARTA291	Special Studies in Art	1 credit
ARTA292	Special Studies in Art	2 credits
ARTA293	Special Studies in Art	3 credits

ARTA161 Ceramics *is applicable only to the General Studies Program, Fine Art Program, and A.A.S. degrees.*

Biological Science – all BIOS except 281, 282, 283

Business – only

BUSA101 Introduction to Business	Introduction to Business	3 credits
BUSA115 Intro to International Business	Introduction to International Business	3 credits
BUSA152 Business Law I	Business Law I	3 credits
BUSA201 Business Statistics I	Business Statistics I	4 credits
BUSA202 Business Law II	Business Law II	3 credits
BUSA205 Management Fundamentals	Management Fundamentals	3 credits
BUSA221G Business Communications	Business Communications	3 credits
BUSA232 Principles of Marketing	Principles of Marketing	3 credits
BUSA272 Finance/Applied Investment Management	Finance/Applied Investment Management	3 credits

Chemistry – only

CHEM105 Chemistry in Contemporary Society	Chemistry in Contemporary Society	4 credits
CHEM120 General Chemistry I	General Chemistry I	4 credits
CHEM135 Chemistry of Life	Chemistry of Life	4 credits
CHEM201G Organic Chemistry I	Organic Chemistry I	4 credits
CHEM220 General Chemistry II	General Chemistry II	4 credits
CHEM251 Organic Chemistry II	Organic Chemistry II	4 credits
CHEM260 Biochemistry	Biochemistry	3 credits

Communications – all COMM

Computer/Information Science – only

CISC101 Introduction to Information Technology	Introduction to Information Technology	3 credits
CISC104 Information Systems	Information Systems and Resources	4 credits
CISC115 Computer Science I	Computer Science I	4 credits
CISC125 Computer Science II	Computer Science II	4 credits
CISC142 Ethics and Current Issues in Technology	Ethics and Current Issues in Technology	3 credits
CISC225 Computer Organization	Computer Organization	4 credits
CISC230 Data Structures & Algorithm Anly	Data Structures & Algorithm Analysis	4 credits
CISC270 Database Systems	Database Systems	4 credits

College Success –

COLS101 College Success	College Success	1 credits
COLS120 Career Planning I	Career Planning I	1 credits

Dance – all DANC

Economics –

ECON201 Macroeconomics	Macroeconomics	3 credits
ECON251G Microeconomics	Microeconomics	3 credits

Education – all EDUC except 105

Engineering – only

ENGG191	Special Studies in Engineering	1 credit
ENGG192	Special Studies in Engineering	2 credits
ENGG193	Special Studies in Engineering	3 credits
ENGG194	Special Studies in Engineering	4 credits
ENGG201 Statics	Statics	3 credits
ENGG251 Strength of Materials	Strength of Materials	3 credits
ENGG252 Dynamics	Dynamics	3 credits

English – all ENGL

Entrepreneurship - only

ENTR101 Entrepreneurship and Innovation	Entrepreneurship & Innovation	3 credits

ENTR101 Entrepreneurship and Innovation *is applicable only to the General Studies Program.*

Geography – all GEOG

Global Studies –

GLBL130 Introduction to Global Studies	Introduction to Global Studies	3 credits
GLBL160 Field Experience and AcademicResearch in Global Studies	Field Experience and Academic Research in Global Studies	3 credits
GLBL230 Global Studies Capstone	Global Studies Capstone	3 credits

Health – only

HEAL150 Contemporary Health	Contemporary Health	3 credits

History – all HIST

Humanities – all HUMA

Interdisciplinary Studies –

INTS101 Critical Thinking	Critical Thinking	3 credits
INTS104 Professional Internship	Professional Internship	2 credits
INTS202 Architecture of the City: Classic to Contemporary	Architecture of the City: Classic to Contemporary	3 credits
INTS250 Study Abroad	Study Abroad	3 credits

Journalism – only

JOUR204 Newswriting	Newswriting	3 credits

Mathematics – only

MATH120 Nature of Mathematics	Nature of Mathematics	3 credits
MATH140 Applied College Algebra	Applied Algebra	3 credits
MATH145 Trigonometry	Trigonometry	3 credits
MATH150 Introductory Statistics	Introductory Statistics	3 credits
MATH156 STEM College Algebra	STEM College Algebra	4 credits
MATH160 Pre-Calculus	Pre-Calculus	4 credits
MATH165 Applied Calculus	Applied Calculus	3 credits
MATH175 Calculus I with Review (Part 1)	Calculus I with Review (Part 1)	4 credits
MATH176 Calculus I with Review (Part 2)	Calculus I with Review (Part 2)	4 credits
MATH180 Calculus I	Calculus I	4 credits
MATH181 Calculus II	Calculus II	4 credits
MATH191 Spcl Stdy Math - Prep for Statis	Special Studies in Mathematics	1 credit
MATH202 Discrete Math	Discrete Math	3 credits
MATH210 Calculus III	Calculus III	4 credits
MATH211 Differential Equations	Differential Equations	4 credits

Modern Language – all MDLA

Music – all MUSC

Nutrition –

NUTR105 Introduction to Nutrition	Introduction to Nutrition	3 credits

Philosophy – all PHIL

Physical Education – any PHED courses up to a maximum of two credits

Physics – all PHYS

Political Science – all POLS

Psychology – all PSYC except 221

Publishing - only

PUBL101 Pathways to Publication for the Aspiring Author	Pathways to Publication for the Aspiring Author	3 credits
PUBL102 Self-Publishing	Self-Publishing	3 credits

Sociology/Anthropology – all SOCA

Special Education –

SPEC160 Introduction to Special Education	Introduction to Special Education	3 credits

Theatre - all THEA

A.A.S. degrees:

All courses except: 0XX-level courses

NCC Student Handbook

People who attend Northampton Community College know that it's more than just a college. Northampton is a special place; a sort of family. Northampton is full of energetic people from a wide variety of backgrounds.

As a Northampton student, you can expect to be challenged in the classroom, enriched by new experiences and share great times with new friends. Freshmen often feel overwhelmed with all the new opportunities they encounter in college. This handbook is intended to be a helpful tool. It contains important policies and procedures, and is a working calendar to help you manage your time.

Handy Numbers

Mission, Values, and Diversity Statement

Fast Facts: Bethlehem

Student Services: Bethlehem

Fast Facts: Pocono

Student Services: Pocono

Online Learning

Athletics Health and Physical Education

Student Clubs Programs & Organizations

Student Financial Information

Student Rights and Responsibilities

Student Code of Conduct

Student Policies

Handy Numbers

Academic Divisions

Health, Sciences & Education 610-861-5533
Business & Industry 610-861-5466
Arts, Humanities & Social Sciences..... 610-861-5091

Bethlehem Campus

Main Number/General info.....610-861-5300
Advising and Transfer 610-861-5346
Athletics 610-861-5369
Bookstore 610-861-5322
Bursar/Payment Plan.....610-861-5407
Center for Career Development 610-861-5344
Child Care 610-861-5477
Counseling 610-861-5342
Dean of Students 610-332-6337
Associate Dean of Students/Student Conduct..... 610-332-6337
Accessibility Resource Center 610-861-5342
Associate VP, Enrollment Management.....610-861-5518
Hearing Impaired..... TTY: 1-800-654-5984
Employment for Students (on campus) 610-861-5510
English as a Second Language..... 610-861-5552
Financial Aid..... 610-861-5510
Fitness Center..... 610-332-6156
Health and Wellness Center..... 610-861-5365
Inclement Weather Hotline 610-861-4595
Learning Center/Tutoring..... 610-861-5517
Library 610-861-5360
Litwak Dental Clinic 610-861-5442
Online Learning 610-332-6089
Placement Assessment 610-861-5346
Registration Information: Credit 610-861-5494
Non-Credit ..... 877-543-0998 (toll-free)
Residence Hall Commons Front Desk 610-332-6273
Housing & Residence Life..... 610-861-5324
Public Safety..... 610-861-5588
Student Affairs..... 610-332-6337
Student Life & Leadership Development 610-332-6112
Student Veterans Services.....610-861-5508
Provost/VP Academic and Student Affairs 610-861-5434

Pocono Campus

Main Number/General Info..... 570-369-1800
Executive Dean, Pocono Campus.....570-369-1937
Associate Dean, Student Services 570-369-1872
Admissions 570-369-1801
Advising and Transfer 610-861-5346
Bookstore 610-861-5322
Child Care 570-369-1860
Community Education 570-369-1880
Counseling 610-861-5342
Disability Services..... TTY: 1-800-654-5984, 570-369-1910
English as a Second Language(CCCR)..... 570-369-1883
Enrollment 570-369-1800
Financial Aid.....570-369-1801
Fitness Center/Athletics 570-369-1840
Inclement Weather Hotline.....570-369-1800, press 3
KEYS Facilitator 570-369-1878
Learning Center/Tutoring.....570-369-1820
Library..... 570-369-1810
Placement Assessment 570-369-1871
Public Safety..... 610-861-5588

Fowler Family Southside Center

Public Safety 484-390-3240
Front Desk 610-332-8659

Mission Values and Diversity Statement

Mission

At Northampton Community College, students are the reason we exist, and their success is the focus of all we do. We seek to provide students with excellent, accessible, and comprehensive learning experiences in partnership with the dynamic, diverse communities we serve.

View Our Mission, Vision, and Values

View Our Statement on Nondiscrimination

Fast Facts - Bethlehem

Food Court

Northampton's Food Court, located on the second floor of College Center, features a wide variety of food options for breakfast and lunch during the school year. Select items from the grill, freshly baked pizza, daily entree specials, sushi, grab and go salads, and more. It's open Monday - Thursday from 7:30 am to 3:00 pm. Starbucks, located just outside the Food Court, is open Monday - Thursday 8:00 am to 6:00 pm and Friday 8:00 am to 2:30 pm. Summer Hours are 8:00am to 2:00 pm Monday - Thursday.

Our catering department is available for student events. Please contact us at 610-332-6378 or by email **tjackson@northampton.edu**.

Public Safety

The Public Safety Office is is located off Green Pond road next to the Residence Hall. To contact Public Safety, call 610-861- 5588: when the dispatcher is not on duty, the number is a line to radio link. The radio link connection process takes 15 seconds. When the process is completed, an officer will respond 'Public Safety;' start speaking at that point. Public Safety Officers are available 24 hours a day, seven days a week.

In addition to normal duties, the Public Safety Department will offer a walking escort to your vehicle anytime. This service is provided by Public Safety. Students requesting an escort are encouraged to contact Public Safety at 610-861-5588.

As part of the College's commitment to a safe and secure campus, a crime report is prepared annually and is available upon request in the Admissions Office, Public Safety Office and the Dean of Students Office. Northampton's crime report is also available at **northampton.edu/publicsafety**. Additionally, the department sponsors safety programs and distributes information about safety issues. NCC is concerned about the safety and welfare of all individuals who study or work at the College or who visit the campus. We believe that every student, employee, and visitor has the right to be part of an environment that is safe and does not tolerate misconduct. See **northampton.edu** for more information on public safety and emergency planning.

See it! Report it! Stop it!

Take ownership of your campus by reporting issues that may impede your ability to learn, study and socialize in a safe and comfortable environment. If you witness any behaviors on campus that concern you (e.g., bullying, assault, harassment, cheating, drug use, etc.) go to **northampton.edu/reportit** for details on how to notify College officials.

Emergency Phones

For the safety of the College community, emergency phones are located throughout campus. Bethlehem parking lot phones are located on South campus parking Lots A, B and C, North campus lot I and the front entrance to the residence hall. 22 additional courtesy phones are located throughout campus most inside entrance ways. Individuals who tamper with or misuse emergency phones are subject to prosecution, fines and suspension from the College.

NCC Crime Prevention Hotline: 610-861-4129
Take a bite out of crime. Leave a detailed voice message for campus related incidents. Caller name is optional.

Campus Emergency Notifications

NCC ALERTS - Emergency Text Messaging /E-Mail Notifications
NCC Alerts is a notification system that enables the school to send urgent news to your cell phone or email address. All students are encouraged to register for this service. Once you sign up for the service, the College can text your cell phone or email you with timely information about emergencies and weather-related closings and delays.

Depending on your personal cell phone plan, there may be a nominal fee from your carrier to receive text messages, but there is no charge from the school to use the service. The service is available to all current credit students, faculty/staff, and parents of children in the child care centers. Students – if you would like your parents to also receive text messages, you can add an additional mobile number to your account.

Please note that this system will not address *individual* class cancellations; only campus-wide closing and delays. For individual announcements, visit the Class Cancellations site. To sign up for this service go to **northampton.edu/alerts.**

If you have any questions, or problems setting up your account, please call 1-800- 936-3525.

College Stores

Northampton Community College operates two bookstores. The NCC Bethlehem Campus Bookstore is located on the Bethlehem Campus and the Pocono Campus Bookstore is located on the Pocono Campus on Route 715 in Tannersville, PA. All of our stores accept payment by cash, personal check, flex dollars, Visa, MasterCard, American Express, and Discover. Please be aware that to use a credit card or check, the account holder must be present. Checks and credit cards presented by someone

other than the account holder will not be accepted. Students receiving Financial Aid in excess of Tuition and Fees will be able to use these funds, not to exceed $1000, to purchase course materials and school supplies in the beginning of each semester. For questions regarding refunds or the availability of funds at the NCC Bookstore, please contact the Bursar's Office. The Bookstore also has an online site, www.northamptonshop.com where students can browse and purchase their course materials, school supplies, gift items, computers, software, and other NCC logo merchandise. Customers who place orders online can have their orders shipped directly to them or ready for pick up in the store. Please allow 24-48 hours for orders to be processed. If the order is for in-store pick up, a valid ID and order number are required.

Bethlehem Campus Bookstore

The Bethlehem Campus Store is located in the Spartan Center next to the gymnasium and the Fitness center. For hours of operations, please visit our website at **northamptonshop.com**.

Campus Banking - Pennsylvania State Employees Credit Uniot (PSECU)

Northampton Community College has partnered with PSECU to help with your banking needs.

Membership is open to Northampton students and parents, faculty and staff. Once you've joined, you have access to free checking with no minimum balance, surcharge-free ATM's, mobile app with mobile deposit and more. Scholarship opportunities are also available for Northampton students who are also PSECU members.

For more information you can contact:

PSECU Contact Information

Donna Danner at **ddanner@psecu.com**
Business Cell: 1.717.648.0974
Meetings: meetings.hubspot.com/donna-danner

Fowler Zime

Fowler Zime is located on the Mezzanine level of Fowler Family Southside Center, 511 East 3rd Street, Bethlehem. Zime features a breakfast menu offering specialty sandwiches, yogurt bowls, and pastries. Our lunch menu features a daily pasta, empanadas, specialty salads and sandwiches, and soup of the day. We also proudly brew Starbuck's Coffee. The hours of operation are Monday – Thursday 7:30 am – 4:00 pm and Friday until 2:30 pm. Hours and days of operation may vary based on the Academic Calendar.

Library Services

Bethlehem Campus Paul & Harriett Mack Library
The Paul & Harriett Mack Library is located on the 4th Floor of the College Center building.

The NCC Libraries offer a welcoming, dynamic learning environment to support students, faculty, staff, alumni, and community guests in their educational endeavors. Regardless of whether your classes are in-person or online, our staff are eager to assist you with your research, information, and other learning needs.

You can browse and borrow items in-person or request materials across our print collections for pickup at the campus library of your choice or even delivery right to your home with our Library to Go service. In addition to print books, periodicals, and audiovisual materials, the library offers on- and off-campus access to a digital collection of e-books and over 75 subscription research databases such as EBSCOhost Research Databases, ProQuest Central, JSTOR, and more. We can also request items from other regional libraries on your behalf through interlibrary loan. Our librarians provide research help in-person, over online chat, through email, and by phone throughout the week. Online research guides, videos, and tutorials are accessible from the library website for self-guided learning. Within the library space, our desktop computers and laptops can be used to access the Internet and are equipped with applications and software to complete coursework, such as the Microsoft 365 desktop suite and Respondus Lockdown browser. Public wi-fi and wireless printing are also available. Study areas located throughout the library include spaces to relax and enjoy a book, tables to lay out notes, and more secluded sections for intense studying. Reservable study and presentation rooms are available for group collaboration and projects.

Please visit the library's website **www.northampton.edu/library** for more details, to connect with us, and for the most up-to-date information about our resources and services.

NCC Library Testing Center Areas

Rules and Regulations

- All proctored exams require a valid, unexpired photo ID (student ID or government issued ID). Pearson VUE, ATI/TEAS, CLEP, DSST and outside institution testing may have additional ID requirements. Please check ID requirements before you come in for your exam.
- The testing center closes 30 minutes before the rest of the library. Please make sure you allow yourself enough time to be able to finish your exam. Phone the Testing Center if you are not sure of how much exam time you have been given. A time waiver may be required for some exams.
- Please know your course number (i.e. MATH 150) and your professor's name.
- Personal items including cell phones and other electronic devices, watches and wallets must be secured before entering the testing room. Individual lockers will be provided for your belongings. Clothing (hats, scarves, sweaters, etc.) or other items being brought into the testing booth may be subject to inspection.
- Food and beverages are prohibited inside the testing area.
- Children are not allowed in the testing room. NCC policy states that children under the age of 16 may not be left unattended on campus.
- Only authorized persons are allowed in the testing area.
- If you have questions regarding NCC testing rules and regulations, please speak with a test proctor PRIOR to your exam appointment.
- CLEP exams for non-NCC students and exams which are being proctored for non-NCC institutions are subject to a $20 per exam proctoring fee. We accept Visa, Master Card, Discover Card, American Express, cash payments, personal checks, and money orders. Please make checks payable to 'NCC Mack Library'.

Lockers for Students

Lockers are located on the 2nd floor of College Center and the 1st floor of Founders Hall. Students must supply their own locks and the lockers are first-come-first-serve. On an advertised date at the end of each semester, all locks and all possessions must be removed.

Lost and Found

Statement of Policy

The Lost and Found Policy and procedures are intended to insure that items reported lost or found on the campuses of Northampton Community College are properly accounted for, and in the case of items found, returned to the rightful owner or disposed of by the College. “Lost Property” means any unattended, abandoned, misplaced, or forgotten item which are found within the boundary of College, pending identification of the rightful owner or appropriate disposal thereof.

The College assumes no responsibility whatsoever for the care and/or protection of any personal belonging left unattended on College property and for the loss, under any circumstances, including theft, vandalism, or malicious mischief of such belonging.

The following procedures will be practiced at the Bethlehem campus of Northampton Community College. Campus Safety officers on the Pocono campus, Fowler Center, and Easton location maintain lost and found at those respective properties.

Items found in the Residence Hall/Apartments are turned into the Public Safety Office within the Residence Hall. Items found in the Residence Hall are kept in that areas lost and found until the end of the semester.

Disposition of Lost and Found Items

All items will be held for 60 days with the exception of clothing and NCC ID Cards which will be held for seven (7) days. After such time, the items will be assigned a final disposition.

Cash – As many details as possible will be collected regarding the exact location that cash was found. If not claimed it will be donated to the Student Services Endowment for use with college programming.

Cell Phones - Every effort will be made to contact the owner. After 60 days the phone will be donated to Turning Point of Lehigh Valley.

Clothing – Clothing is kept for seven (7) days. At the end of day seven (7) it is placed in a common area near the Student Life Zone for anyone to claim.

Credit/Bank Cards – Every effort will be made to contact the owner. After 60 days the card will be destroyed.

Driver’s License – If the owner cannot be contacted within 60 days, the card will be returned to the DMV.

Electronics – Electronics such as laptops and gaming consoles will be sent to the Pocono campus for recycling.

Jewelry – All jewelry will be held for 60 days. If not claimed, anything deemed valuable will be recycled. If recycled for money, the profit will be donated to the Student Services Endowment fund. Costume jewelry will be disposed of properly.

NCC ID Cards – If the owner cannot be contacted within a week, the card will be returned to the ID office.

Textbooks – If the owner cannot be identified the book will be offered to the corresponding academic department after 60 days.

Water Bottles – Bottles and other vessels are held in a location just outside the Office of Student Life and Leadership that can be accessed at any time.

Reason For This Policy

This policy is in place to create a home for lost items on the Bethlehem campus and create a standard practice.

Individuals and Entities Affected by This Policy

Students, faculty, staff, and guests of Northampton Community College may all be affected by this policy.

Exclusions

As mentioned, these procedures will be practiced at the Bethlehem campus of Northampton Community College. Campus Safety officers on the Pocono campus, Fowler Center, and Easton location oversee lost and found at those respective properties.

Mid-day Activities Period

The mid-day activities period is a break that’s filled with a variety of activities. Few classes are scheduled during the mid-day activities period, Tuesday and Thursday, from 11 am until 12:30 pm. The purpose of the break is to provide an opportunity for course enrichment experiences; provide more situations where faculty and students can interact outside of the classroom; and permit more student involvement with student clubs, organizations, and intramural activities.

NCC Spartan Student ID Card

All NCC students are required to carry their student ID when on campus. NCC policy does not permit you to lend your card to another person. In order to obtain an ID, you must submit a photo electronically by using this link: **northampton.edu/ncc-id.htm**. Please read and follow the instructions carefully for proper photo submission and fill out the form. Your NCC ID card will be mailed within 5 to 7 business days to the mailing address you provide. We will only contact you if there is an issue with your photo.

Please note: If you currently possess an ID from a previous semester that is legible, you do not need a new card. There is a $10 fee for a replacement ID. The fee will be charged to your student account. Report lost or stolen Spartan Cards immediately to Student Affairs at 610-861-4558.

The following are some of the uses for your Spartan Card:

Flex Dollars – Students and staff can open a Flex Account online or at the NCC Bursar’s Office, located in the Student Enrollment Center, with a minimum $25 deposit. Flex dollars can be used to make purchases in NCC dining facilities and the bookstore. See the Bursar’s Office section for more information.

Bookstore – Use your Spartan Card to make purchases at any NCC bookstore using your Flex Dollars. Students with excess financial aid funds can use their Spartan Card to access a portion of their funds for required textbooks during a 4-week period that begins one week prior to the Fall and Spring Semesters. Dates are subject to change.

Dining Services - The magnetic stripe on the back of the Spartan Card is used in dining areas for Meal Plan management and Flex Dollars. The Spartan Card is accepted in any NCC dining facility.

NCC Libraries – Use your Spartan Card to check out books and materials from the NCC Library.

Building Access – Access to certain NCC rooms and buildings as well as the residence hall requires the use of a Spartan Card. Some entrances may require you to swipe your card; others may require you to simply hold your card in front of a sensor. Access is only granted to authorized individuals.

Off-hours Use of Facilities

Students requiring access to any College facilities during off hours must have a permission slip signed by a NCC staff member. When you arrive on campus, present the off-hours permission slip along with a Spartan Card to Public Safety.

Parking on Campus

Commuter students are encouraged to register their vehicle with Public Safety; resident student are required to register their vehicles with Public Safety at the Public Safety Building. At the Bethlehem Campus, students may park in any of the lined spaces not noted as restricted on North and South Campus. Parking is at your own risk. The College assumes no liability for damages or losses that occur on College property. When the South Campus lots are full, park on the North Campus. Do not park on the grass, walkways, driveways or other areas that are marked as restricted parking areas. The campus speed limit is 15 mph. Students with disabilities or medical conditions can contact the Office for Disability Services for special parking arrangements. If extenuating circumstance require your car to remain overnight, inform Public Safety. Vehicles left on campus for more than 72 hours will be considered abandoned except for on-campus housing students. Vehicles may be removed at owner's expense.

Safe Space Program

The Safe Space Program is an initiative to create a welcoming environment on campus where everyone feels comfortable being himself or herself (regardless of sexual orientation). Northampton supports the equal treatment of the lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA) community. The NCC Safe Space logo identifies someone with resources, sensitivity, and understanding toward the LGBTQIA community.

Student Life Zone

The Student Life Zone (SLZ) is a multi-purpose space that houses the Student Life & Leadership Development Office. It is located on the second floor of the College Center building, with direct access to the Food Court. The Zone provides students with a comfortable place to hang out between classes. It also offers a meeting space, a performance venue, computers, wireless internet access, lost and found, ticket sales and a focal point for activities of student organizations.

Student Veterans Services

Student Veterans Services (SVS) is located in the Student Enrollment Center, SENC 131. Our mission is to provide assistance for transitioning into higher education and easy access to the resources available to all NCC student veterans, dependents of veterans and currently serving military students. Appointments are available and walk-in visits are welcome during regular business hours: M, T, TH, F - 9:00 AM to 5:00 PM and W - 10:00 AM to 6:00 PM. Call 610-861-5508 or email Veterans@northampton.edu.

Wireless Access

Wireless access is available throughout the buildings at both Bethlehem locations, as well as the Pocono campus.

Center for Civic and Community Engagement

Through a myriad of opportunities, the Center for Civic and Community Engagement prides itself on supporting student success and retention; emphasizing the teaching and practice of advocacy; empowering students to be agents of change in local and global communities; fostering a democratic environment for institutional change, and strengthening our communities through collaboration, partnership, and meaningful service. The Center provides the following student services programs. For more details, please visit our website at **northampton.edu/center-for-civic-and-community-engagement.htm**.

Service Learning, Civic Engagement, Community Services/Volunteerism

To help students, faculty and staff become "Engaged Citizens", the Center provides services and programs such as service-learning 101, community service/volunteer referrals, civic education/engagement events, etc. For more information, please contact Dr. Stanley Ebede at **sebede@northampton.edu**, (610) 861-5061.

Spartan Aid

The Spartan Aid Program assists students to evaluate their financial and personal needs and to identify and resolve any non-academic barriers to college success. For more information, please contact **SpartanCares@northampton.edu** or call 610-332-6337.

New Choices Program

The New Choices program is a career and personal development program for single parents, re-entry homemakers, and people in career transitions. The program offers career decision making classes that include career interest and skills assessments, career and educational exploration, resume writing, interview practice, communication skills for the workplace, confidence building, stress management, and goal setting. Contact Erin Ward at eward@northampton.edu or call 570-369-1872.

KEYS Program

The KEYS program provides support services such as academic and career advising, counseling and incentives for most students who receive public assistance such as TANF or SNAP (food stamps). Contact Information: Bethlehem Campus College Center 209, (610) 861-5310 and Pocono Campus Keystone 110, (570) 369-1878.

Student Services - Bethlehem

Center for Career Development

Your career journey begins Day 1! From the moment you step on campus and throughout your time as a student and an alum, you'll have access to The Career Center's expert guidance, dynamic events, and opportunities to prepare for your career. From developing a career plan, earning an internship opportunity, and conducting a successful job search to exploring careers and learning skills that employers are looking for, our staff is here to guide you. Get started now by registering for Handshake at **joinhandshake.com**. With more than 500,000 employers on the platform, Handshake is the #1 way for students to find internships and jobs, get recruited and explore careers.

Not sure what you want to do? Check out Focus 2 a self-guided career, major and education planning system designed to guide you through the steps of the career planning process. This free online tool offers personality and interest assessments to help you hone in on the best career for you register now at **focus2career.com**. Access Code is spartan.

The Center for Career Development also offers individualized help with resume and cover letter development, interview preparation, employer research, and more. Career Fairs are held at both the Bethlehem and Monroe campuses. Career Alumni panels, Etiquette and Networking & Panel Luncheons, and the Executive in Residence program and other unique programming are offered throughout the year. Appointments on the Bethlehem Campus can be made by calling 610-861-5344 or at **careers@northampton.edu** or by visiting the Center for Career Development located in CC250. Visit our website at **northampton.edu/student-services/career-services.htm**.

Early Care and Education Center

Reibman Hall Children Center offers a developmentally appropriate, arts integrated early care and education program for children ages six weeks through kindergarten. Entry is available to students at a reasonable, part-time or full-time fee. Hours are 7:30 am to 6:00 pm Monday-Friday year round. Applications and registrations are accepted on a continuing basis. Applications and registration forms are available in Bethlehem at the Children's Center in Reibman Hall or at the NCC Student Enrollment Center, and on the college website. For more information call 610-861-5477. Students who qualify for financial aid should check with the Financial Aid Office to determine eligibility for assistance with childcare costs (610-861-5510). A limited amount of need based scholarship funds are also available. For more information about scholarship opportunities phone 610-332-6278.

Information on the Hannig Family Children's Center can be found on on the **Children's Center website**.

Counseling

Professional counselors are available to assist you with your transition to college; to provide academic counseling; to provide guidance in career decision-making; and to provide short-term personal and substance abuse counseling. The members of the counseling staff value and respect each individual student's privacy. To the extent possible counselors will not disclose information to anyone outside the counseling conversation or relationship without the student's explicit written permission. However, disclosure may be necessary when it becomes evident that students present a clear and imminent danger to themselves or others. Students in need of therapy or medications are referred to local practices or agencies. Counseling staff members are available in College Center 341 and via video conference. To schedule a non-urgent appointment with a counselor, call 610-861-5342 or 610-332-6178.

Visit **our website** for more information, crisis and other resources, and updated hours of operation.

Collegiate Recovery Program

NCC's Collegiate Recovery Program is a voluntary, anonymous and free program tailored for students who are committed and active in their recovery from Substance Use Disorders. It provides an opportunity for students in recovery to relate, enjoy, and support each other during their time at NCC. There are weekly meetings, field trips, fun sober outings and volunteer opportunities. For more information or to apply, please visit us at **northampton.edu/ncc-crp.htm** or e-mail us at **recovery@northampton.edu**.

Litwak Dental Clinic

Current credit students (with ID verification) can have their teeth cleaned free of charge at the College's dental clinic, located on the 3rd floor of Fowler Family Southside Center. Members of the greater College community can receive dental hygiene services for a reasonable fee. Any recommended x-rays (fee depends on the type of images) will be sent to your family dentist. Cleaning services are provided by dental hygiene students supervised by registered dental hygienists and dentists. Please call 610-861-5442 for appointment information.

Health and Wellness Center

The Health and Wellness Center (HWC), located in CC120, is managed by St. Luke's Health Network and directed by a Registered Nurse. The Center offers on-site professional health care services to students and staff and provides first aid and care of minor illnesses and injuries. Students may also schedule appointments for physical examinations with the health center.

An advanced practitioner is available for limited hours during the fall and spring semesters. Select prescription medications are available for a nominal fee when ordered by HWC providers. The HWC also provides a self-care center where students may obtain first aid supplies, over the counter medications, and natural remedies for some illnesses.

Most immunizations and TB skin testing can be administered for a fee at the center. Referrals may also be made to physicians and hospitals located in the Lehigh Valley area and the Poconos, as needed.

HWC hours are Monday through Thursday, 9am to 3pm and Friday 9am to 1pm when the college is open during the fall and spring semesters. Summer hours are Monday through Thursday, 9am to 1pm from July 1 through mid August. When the nurse is not on duty, emergencies should be referred to Public Safety, 610-861-5588.

Policy for Required Student Medical Examinations:

Students enrolled in the programs listed below or who are classified as On-Campus Housing Students are required to complete the Northampton Community College Health Form after acceptance into the program:

- Culinary Arts
- Diagnostic Medical Sonography
- Early Childhood Education
- Nursing (RN/LPN)
- Veterinary Technology
- Sports Medicine: Athletic Training
- Dental Hygiene
- Medical Assistant
- Funeral Services
- Medical Office
- Radiography

The specific health requirements may differ by program. Please refer to the health form or to specific program literature (i.e. Nursing Handbook, Apartment/Residence Hall Contract, etc.) for more details.

These requirements are regulated by contractual agreements and must conform to State Requirements.

- All students living on campus and all Allied Health students are required to update their medical exam every two years. Students may choose to have their medical exam done by their family doctor, or arrangements can be made to have their medical exam done at the Health and Wellness Center for a small fee. Students should bring their immunizations record with them to that appointment.
- All Allied Health programs require students to have an initial tuberculosis blood test, followed by a yearly tuberculin skin test (TST). Health Center staff or your primary care provider can order the blood test for you. The TB skin test may be performed by the student's primary care provider or in the Health and Wellness Center.
- Several Allied Health programs require a Urine Drug Screen which is coordinated by the director of the program.
- The Early Childhood program students must have a medical examination every two years and a Tuberculin Skin Test within three months of the start of their initial NCC internship. These services are available for a nominal fee in the Health and Wellness Center.

KEYS

The KEYS program provides support services such as academic and career advising, counseling and incentives for most students who receive public assistance such as TANF or SNAP (food stamps). KEYS staff act as facilitators for students and as a liaison to the Pennsylvania Department of Human Services. The KEYS offices are located in College Center 200 (610-861-5310) on the Bethlehem Campus and Keystone 110 (570- 369-1878) on the Pocono Campus.

Spartan Cares

Spartan Cares services assist students to evaluate their financial and personal situation to identify and resolve any non-academic barriers to college success. If you need assistance accessing resources for: Transportation, financial assistance, housing, food, academic support, childcare, emotional/mental health support, our Spartan Cares program is here to help. Spartan Cares works with students to address these concerns and link students to campus and community-based resources. As part of the Spartan Cares program, we offer a one-time financial assistance program designed to support currently enrolled students who are facing unexpected, temporary financial hardships. Known as Spartan Aid, this fund is intended to help cover basic needs such as food, housing, transportation, healthcare, or other critical expenses that may hinder a student's ability to remain enrolled and succeed academically. Students may qualify for free LANTA or MCTA buss passes through Spartan Aid. For more information, please contact spartancares@northampton.edu or Elizabeth Sillivan in College Center, Room 200 on the Bethlehem Campus.

H.O.P.E Food Pantry

NCC's Nursing Student Organization established an on-campus food pantry to serve their fellow students who face food insecurity. The doors of the Helping Our Peers Excel (HOPE) Food Pantry first opened for students in fall 2016 at the Bethlehem Campus in Penn Hall, Room 122B.
Staffed by student and staff volunteers, the pantry provides non-perishable food items supplied by Second Harvest Food Bank and gathered through college food drives. The pantry also welcomes donations of non-perishable foods, toiletry items, and diapers.

Students will be asked to show a valid student ID. The schedule is available at **northampton.edu/hope-food-pantry.htm**; students can also request assistance on days that the pantry is not open by stopping by the Nursing Department in Penn Hall.

Housing and Residence Life

Increase your connection to campus and expand upon your educational and leadership opportunities by applying to live on campus. Space is available for approximately 600 students in on-campus residence halls and apartments. Get more information on living and learning on campus by visiting **northampton.edu/housing**.

Students with Disabilities

Northampton Community College is actively involved in providing services to students with disabilities. The College encourages academically qualified students with disabilities to take advantage of its educational programs. Services and accommodations are available to facilitate accessibility to both College programs and our facilities.

Accommodations provided to students with disabilities are based upon each student's individual needs and must be indicated by current documentation of disability. It is the student's responsibility to provide this documentation.

Accommodations can include but are not limited to:

- Test Accommodations
- Note Takers
- Assistive Technology
- Reduced course load
- Specialized Academic Advisement
- Sign Language Interpreters

For more information, please contact the Accessibility Resource Center (ARC), CC341, 610-861-5342.

Any student who has concerns or complaints related to access and accommodations has the following options:

Though not required, students can speak about concerns first with their ARC Specialist to achieve a satisfactory resolution. Any student who is uncertain about whether to come forward with an informal complaint or whether to file a formal grievance can consult with the Director, Advising and Accommodation Services.

Students can also refer to NCC's Discrimination, Harassment and Sexual Misconduct Policy **here**.

Service Animal

Students requiring the use of service animals on campus are strongly encouraged, but not required, to contact the Accessibility Resource Center (ARC). The ARC will be able to provide information on campus disability related resources, including communication with course professors and any questions/concerns you may have regarding the use of the service animal. This information provided to the ARC is confidential and will only be released with the student's consent.

For use of service animal in NCC Housing, the student is required to contact the ARC at 610-861-5342 or the Office of Housing and Residence Life at 610-861-5324; TTY: 800-654-5984.

Transferring

Do you plan on transferring? The Advising and Transfer Services in CC250 has current information on educational institutions and training programs. Information is also available on articulation agreements NCC has with other institutions. Each semester NCC holds a transfer fair, with over 40 colleges attending, to provide information and answer your questions. For the most up to date information, visit us on the web at: https://www.northampton.edu/education-and-training/transfer-options/.

Tutoring/Academic Support

The Learning Center's tutors and academic coaches work with students to improve their academic skills and confidence in their college classes. Students who use the Learning Center are more likely to succeed in their college goals. Tutoring is available for most credit-bearing classes, and academic coaching can improve performance in any credit-bearing course at NCC. The Learning Center's services are available to all NCC students at Bethlehem, Monroe, and online.

Locations:

Bethlehem:
Call: 610-861-5517
Email: **tutoring@northampton.edu**
Learning Center: College Center 315
Science Resource Center: Penn Hall 211

Pocono:
Call: 570-369-1820
Email: **tutoring@northampton.edu**
Learning Center: Keystone 140

Online:
Call: 610-861-5517
Email: **tutoring@northampton.edu**

northampton.edu/learningcenter

Student Life & Leadership Development

The Office of Student Life & Leadership Development helps students get connected, get involved, and make the most of their NCC experience. The office provides co-curricular events and programs, student clubs, leadership development opportunities, and voter education and civic engagement initiatives. Students can explore upcoming events, clubs, and involvement opportunities through N-gage, powered by Suitable, using their NCC email.

Location: College Center 253 (next to the Student Life Zone)
Hours: Monday-Friday, 8AM to 5PM
Call: 610-332-6112
Email: studentlife@northampton.edu

Students are welcome to stop by during regular office hours or contact the office to schedule an appointment.

Fast Facts - Pocono

College Stores

Northampton Community College operates two bookstores. The NCC Bethlehem Campus Bookstore is located on the Bethlehem Campus and the Monroe Campus Bookstore is located on the Pocono Campus on Route 715 in Tannersville, PA. All of our stores accept payment by cash, personal check, flex dollars, Visa, MasterCard, American Express, and Discover. Please be aware that to use a credit card or check, the account holder must be present. Checks and credit cards presented by someone other than the account holder will not be accepted. Students receiving Financial Aid in excess of Tuition and Fees will be able to use these funds, not to exceed $1000, to purchase course materials and school supplies in the beginning of each semester. For questions regarding refunds or the availability of funds at the NCC Bookstore, please contact the Bursar's Office. The Bookstore also has an online site, **northamptonshop.com**, where students can browse and purchase their course materials, school supplies, gift items, computers, software, and other NCC logo merchandise. Customers who place orders online can have their orders shipped directly to them or ready for pick up in the store. Please allow 24-48 hours for orders to be processed. If the order is for in-store pick up, a valid ID and order number are required.

Pocono Campus Bookstore

The Pocono Bookstore Express is available for pick up of online textbook orders and some school supplies. For store hours please visit our website at **northamptonshop.com**.

Campus Banking - Pennsylvania State Employees Credit Uniot (PSECU)

Northampton Community College has partnered with PSECU to help with your banking needs.

Membership is open to Northampton students and parents, faculty and staff. Once you've joined, you have access to free checking with no minimum balance, surcharge-free ATM's, mobile app with mobile deposit and more. Scholarship opportunities are also available for Northampton students who are also PSECU members.

For more information you can contact:

PSECU Contact Information

Donna Danner at **ddanner@psecu.com**
Business Cell: 1.717.648.0974
Meetings: **meetings.hubspot.com/donna-danner**

Public Safety and Campus Security

To contact Public Safety call 610-861-5588 for for dispatch. Pocono Public Safety Officers are available during normal operating hours.

In addition to normal duties, the Public Safety Department will offer a walking escort to your vehicle anytime. This service is provided by Public Safety Officers or Custodians as available. Students requesting an escort are encouraged to contact Public Safety at 610-861-5588 for assistance. As part of the College's commitment to a safe and secure campus, a crime report is prepared annually and is available upon request from the Associate Dean of Student Services. Northampton's crime report is also available at **northampton.edu/publicsafety**. NCC is concerned about the safety and welfare of all individuals who study or work at the College or who visit the campus. We believe that every student, employee, and visitor has the right to be part of an environment that is safe and does not tolerate misconduct. See **northampton.edu** for more information on campus safety and emergency planning.

Parking on Campus

Students do not need to register their vehicle. At the Pocono Campus, students may park in any of the lined spaces not noted as restricted. Parking is at your own risk. The College assumes no liability for damages or losses that occur on College property. Do not park on walkways, driveways or other areas that are marked as restricted parking areas. The campus speed limit is 15 mph. Students with disabilities or medical conditions can contact the Accessibility Resource Center. If extenuating circumstance require your car to remain overnight, inform Public Safety. Vehicles left on campus for more than 72 hours will be considered abandoned. Vehicles may be removed at owner's expense.

See it! Report it! Stop it!

Take ownership of your campus by reporting issues that may impede your ability to learn, study and socialize in a safe and comfortable environment. If you witness any behaviors on campus that concern you (e.g., bullying, assault, harassment, cheating, drug use, etc.) go to **northampton.edu/reportit** for details on how to notify College officials.

NCC Crime Prevention Hotline: 610-861-4129

Take a bite out of crime. Leave a detailed voice message for campus related incidents. Caller name is optional.

Campus Emergency Notifications:

NCC ALERTS - Emergency Text Messaging /E-Mail Notifications

NCC Alerts is a notification system that enables the school to send urgent news to your cell phone or email address. All students are encouraged to register for this service. Once you sign up for the service, the college can text your cell phone or email you with timely information about emergencies and weather-related closings and delays.

Depending on your personal cell phone plan, there may be a nominal fee from your carrier to receive text messages, but there is no charge from the school to use the service. The service is available to all current credit students, faculty/staff, and parents of children in the child care centers. Students - if you would like your parents to also receive text messages, you can add an additional mobile number to your account.

Please note that this system will not address *individual* class cancellations; only campus-wide closing and delays. For individual announcements, visit the Class Cancellations site. To sign up for this service go to **northampton.edu/alerts**.

If you have any questions, or problems setting up your account, please call 1-800- 936-3525.

Pocono Coffee Cart

The Pocono Campus Coffee cart is located on the main floor of Kapp Hall. A wide selection of snacks, coffee, and grab and go items including salads are available.

Library Services

Pocono Campus ESSA Bank & Trust Foundation Library
The ESSA bank & Trust Foundation Library is located on the 1st Floor of the Keystone building.

The NCC Libraries offer a welcoming, dynamic learning environment to support students, faculty, staff, alumni, and community guests in their educational endeavors. Regardless of whether your classes are in-person or online, our staff are eager to assist you with your research, information, and other learning needs.

You can browse and borrow items in-person or request materials across our print collections for pickup at the campus library of your choice or even delivery right to your home with our Library to Go service. In addition to print books, periodicals, and audiovisual materials, the library offers on- and off-campus access to a digital collection of e-books and over 75 subscription research databases such as EBSCOhost Research Databases, ProQuest Central, JSTOR, and more. We can also request items from other regional libraries on your behalf through interlibrary loan. Our librarians provide research help in-person, over online chat, through email, and by phone throughout

the week. Online research guides, videos, and tutorials are accessible from the library website for self-guided learning. Within the library space, our desktop computers and laptops can be used to access the Internet and are equipped with applications and software to complete coursework, such as the Microsoft 365 desktop suite and Respondus Lockdown browser. Public wi-fi and wireless printing are also available. Study areas located throughout the library include spaces to relax and enjoy a book, tables to lay out notes, and more secluded sections for intense studying. Reservable study and presentation rooms are available for group collaboration and projects.

Please visit the library's website **www.northampton.edu/library** for more details, to connect with us, and for the most up-to-date information about our resources and services.

NCC Library Testing Center Areas

Rules and Regulations

- All proctored exams require a valid, unexpired photo ID (student ID or government issued ID). Pearson VUE, ATI/TEAS, CLEP, DSST and outside institution testing may have additional ID requirements. Please check ID requirements before you come in for your exam.
- The testing center closes 30 minutes before the rest of the library. Please make sure you allow yourself enough time to be able to finish your exam. Phone the Testing Center if you are not sure of how much exam time you have been given. A time waiver may be required for some exams.
- Please know your course number (i.e. MATH 150) and your professor's name.
- Personal items including cell phones and other electronic devices, watches and wallets must be secured before entering the testing room. Individual lockers will be provided for your belongings. Clothing (hats, scarves, sweaters, etc.) or other items being brought into the testing booth may be subject to inspection.
- Food and beverages are prohibited inside the testing area.
- Children are not allowed in the testing room. NCC policy states that children under the age of 16 may not be left unattended on campus.
- Only authorized persons are allowed in the testing area.
- If you have questions regarding NCC testing rules and regulations, please speak with a test proctor PRIOR to your exam appointment.
- CLEP exams for non-NCC students and exams which are being proctored for non-NCC institutions are subject to a $20 per exam proctoring fee. We accept Visa, Master Card, Discover Card, American Express, cash payments, personal checks, and money orders. Please make checks payable to 'NCC Mack Library'.

Lost and Found

The Public Safety Office in Keystone Hall. serves as the collection point for misplaced items found at the Pocono campus. Items are stored for two weeks and then, if left unclaimed, donated to local non-profit organizations.

Lockers

Lockers are available in the following areas: General student lockers are provided on the second floor of Kapp Hall on a first come, first serve basis. Additional lockers are also provided for art students in Keystone Hall, second floor by the Art Studios and Pocono Hall by the Fitness Center for students using the facility.

Mid-Day Activities Period

The mid-day activities period is a break that's filled with a variety of activities. No classes are scheduled during the mid-day activities period, Tuesday and Thursday, from 11:00 am to 12:30 pm. The purpose of the break is to provide an opportunity for course enrichment experiences; provide more situations where faculty and students can interact outside the classroom; and permit more student involvement with student clubs, organizations, and intramural activities.

NCC Spartan Student ID Card

The Spartan Card is your official Student ID at Northampton Community College. It provides an access to a variety of NCC resources and services with the use of one card technology. You can use your card for photo identification, dining services, bookstore purchases, library services, the Fitness Center and East Stroudsburg University Library. You may also use the Spartan ID card to obtain discounts with various merchants in the Monroe County area.

You should carry your Spartan Card at all times. NCC policy does not permit you to lend your card to another person. Keep your Spartan Card for as long as you maintain your credit enrollment status at NCC. If your enrollment is interrupted you may be required to get a replacement ID. If you lose your Spartan Card there is a $10.00 replacement fee. You may obtain your Spartan ID Card in the Student Services area.

Safe Space Program

The Safe Space Program is an initiative to create a welcoming environment on campus where everyone feels comfortable being himself or herself (regardless of their sexual orientation). Northampton supports the equal treatment of the lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA) community. The NCC Safe Space logo identifies someone with resources, sensitivity, and understanding toward the LGBTQIA community.

Wireless Access

Wireless access is available throughout Keystone, Kapp Hall and Pocono Hall.

Student Services - Pocono

Center for Career Development

Your career journey begins Day 1! From the moment you step on campus and throughout your time as a student and an alum, you'll have access to The Career Center's expert guidance, dynamic events, and opportunities to prepare for your career. From developing a career plan, earning an internship opportunity, and conducting a successful job search to exploring careers and learning skills that employers are looking for, our staff is here to guide you. Get started now by registering for Handshake at **joinhandshake.com**. With more than 500,000 employers on the platform, Handshake is the #1 way for students to find internships and jobs, get recruited and explore careers.

Not sure what you want to do? Check out Focus 2 a self-guided career, major and education planning system designed to guide you through the steps of the career planning process. This free online tool offers personality and interest assessments to help you hone in on the best career for you register now at **focus2career.com**. Access Code is spartan.

The Career Center also offers individualized help with resume and cover letter development, interview preparation, employer research, and more. Career Fairs are held at both the Bethlehem and Pocono campuses. Career Alumni panels, Etiquette Luncheons, Networking & Panel Luncheons, the Executive in Residence Program and other unique programming are offered throughout the year. Appointments can be made by calling 610-861-5344 or at **careers@northampton.edu** or by visiting Career Services located at the Bethlehem Campus in College Center CC250. Visit our website at **northampton.edu/student-services/career-services.htm**.

Early Care and Education Center

Located in Kapp Hall, the Hannig Family Children's Center offers a developmentally appropriate, arts integrated early care and education program for children ages six weeks to kindergarten entry. The program is available to students at reasonable hourly, part-time or full-time rates. Hours of operation are 7:30 a.m. to 6 p.m. Monday through Friday year round. Applications and registrations are accepted on a continuous basis and forms are available at the Admissions Office in Keystone Hall or the Hannig Family Children's Center located in Kapp Hall, Room 018C. For more information call 570-369-1861.

Students who qualify for financial aid should contact the Financial Aid office (610-861- 5510) to determine eligibility for assistance with childcare expenses. A limited amount of need based scholarships funds are also available. For more information about scholarship opportunities call 610-332-6278.

Counseling

Professional counselors are available to assist you with your transition to college; to provide academic counseling; to provide guidance in career decision-making; and to provide short-term personal and substance abuse counseling. The members of the counseling staff value and respect each individual student's privacy. To the extent possible, counselors will not disclose information to anyone outside the counseling conversation or relationship without the student's explicit written permission. However, disclosure may be necessary when it becomes evident that students present a clear and imminent danger to themselves or others. Students in need of therapy or medication are referred to local therapists, psychiatrists or agencies. Counseling staff members are available in Keystone Hall, Room 130 and via video conference. To schedule a non-urgent appointment with a counselor, call 610-861-5342.

Visit **our website** for more information, crisis and other resources, and updated hours of operation.

KEYS Program

The KEYS program provides support services such as academic and career advising, counseling and incentives for qualifying students who receive public assistance such as TANF or SNAP (food stamps). Contact Information: visit Keystone Hall, Room 110 or call: 570-369-1935

Litwak Dental Hygiene Clinic

Current credit students (with ID verification) can have their teeth cleaned free of charge at the College's dental clinic, located on the 3rd floor of Fowler Family Southside Center. Members of the greater College community can receive dental hygiene services for a reasonable fee. Any recommended x-rays (fee depends on the type of images) will be sent to your family dentist. Cleaning services are provided by dental hygiene students supervised by registered dental hygienists and dentists. Please call 610-861-5442 for appointment information.

Spartan Cares

Spartan Cares services assist students to evaluate their financial and personal situation to identify and resolve any non-academic barriers to college success. If you need assistance accessing resources for: Transportation, financial assistance, housing, food, academic support, childcare, emotional/mental health support, our Spartan Cares program is here to help. Spartan Cares works with students to address these concerns and link students to campus and community-based resources. As part of the Spartan Cares program, we offer a one-time financial assistance program designed to support currently enrolled students who are facing unexpected, temporary financial hardships. Known as Spartan Aid, this fund is intended to help cover basic needs such as food, housing, transportation, healthcare, or other critical expenses that may hinder a student's ability to remain enrolled and succeed academically. Students may qualify for free LANTA or MCTA buss passes through Spartan Aid. For more information, please contact spartancares@northampton.edu

Pocono Food Pantry

The Pocono Campus Food Pantry is located in Kapp Hall, Room 020N. Staffed by student and staff volunteers, the pantry provides non-perishable food items gathered through college food drives. The pantry welcomes donations of non-perishable foods, toiletry items, and diapers.

Students will be asked to show a valid student ID. The schedule is available at **northampton.edu/hope-food-pantry.htm** or on the door of the pantry in Kapp 020N.

Students with Disabilities

Northampton Community College is actively involved in providing services to students with disabilities and encourages academically qualified students with disabilities to take advantage of its educational programs. Services and accommodations are offered to facilitate accessibility to both College programs and school facilities in compliance with ADA guidelines. Services are provided at no additional cost to students. For additional information call 570-369-1910 or stop by Room 137 in Keystone Hall. View the **student policies** section of this handbook for further information.

Transferring

Do you plan on transferring? Located in Keystone Hall, Advising and Transfer Services has current information on educational institutions and training programs. Information is also available on articulation agreements NCC has with other institutions. Each semester NCC holds a transfer fair with over 40 colleges attending to provide information and answer your questions. For the most up to date information, visit us on the web at **northampton.edu**.

Student Veterans Services

Student Veterans Services is located in the Admissions/Financial Aid area, of Keystone Hall. Our mission is to provide assistance for all of those transitioning into higher education, by providing easy access to the resources available to all NCC student veterans, dependents of veterans, and those students who are currently serving in the military.

Appointments are available and walk-in visits are welcome during regular business hours, 9:00 am to 5:00 pm Monday through Friday. Call 570-369-1801 for more information.

Tutoring/Academic Support

The Learning Center's tutors and academic coaches work with students to improve their academic skills and confidence in their college classes. Students who use the Learning Center are more likely to succeed in their college goals. Tutoring is available for most credit-bearing classes, and academic coaching can improve performance in any credit-bearing course at NCC. The Learning Center's services are available to all NCC students at Bethlehem, Pocono, and online.

Locations:

Bethlehem:
Call: 610-861-5517
Email: **tutoring@northampton.edu**
Learning Center: College Center 315
Science Resource Center: Penn Hall 211

Pocono:
Call: 570-369-1820
Email: **tutoring@northampton.edu**
Learning Center: Keystone 140

Online:
Call: 610-861-5517
Email: **tutoring@northampton.edu**

northampton.edu/learningcenter

Online Learning

Online Learning at NCC

31 programs and more than 240 courses are offered 100% online. Online courses are offered year round with 6 semester starts: fall, mid-fall, winter, spring, mid-spring, and summer. **Click here** for more information about NCC Online Learning. Online learning courses allow some flexibility in your ability to access course content, submit assignments, and interact with your instructor and fellow students. However, online courses are not self-paced. Most online learning courses feature weekly milestones that students need to complete by deadlines. Additionally, online students are typically required to regularly participate in online discussion board forums. Online courses are offered in 3 different formats (online, remote, and online blended). **Click here** for more information about online course format options.

Some online courses are designed with requirements for students to meet online in real-time on a set schedule. Coursework (outside of "real time" sessions) is also assigned and required. When online courses require students to meet online at specific days/times, that information is listed on course registration details and student schedules.

Students should refer to the **online tech help and requirements web page** for detailed recommendations of computers, internet, web-cameras that may be necessary to succeed in NCC courses.

To take online courses, you will need to be able to do the following:

- Type on a computer to complete papers, emails and online discussions. You must also have proficient reading and writing skills. The majority of communication in online learning courses is done in writing.
- Use a word processing program such as Microsoft Word. You should be familiar with using basic functions such as "copy" and "paste".
- Utilize the NCC email system for communication with your instructor and class. You will need to know how to attach or upload digital content.
- Budget your time and priorities. Online learning courses feature weekly milestones that students need to complete by deadlines.

As part of the NCC's initiative to improve student success and academic integrity, all online students are required to verify their student identity. Federal regulations require that all institutions must verify that the student who registers in an online learning course is the same student who participates in and completes the course.

For more information about NCC online learning, visit **northampton.edu/academics/online-classes.htm**, contact **onlinelearning@northampton.edu**, call 610-332-6089, or connect with @NCCVirtual on Facebook, Twitter, Instagram, LinkedIn, and YouTube.

Athletics Health and Physical Education

Whether you want to compete on the intercollegiate level, just play for fun or simply stay in shape, Northampton Community College offers a wide variety of teams, activities and classes to choose from. Stop by the Arthur L. Scott Spartan Center to see our outstanding facilities, including our state-of-the-art Fitness Center, three full-size basketball courts and dance studio. Locker room facilities are available on a daily basis.

Intercollegiate Athletics

Northampton Community College has a long and storied tradition of winning …

The Spartans, are members of the National Junior College Athletic Association (NJCAA), which allows the intercollegiate teams to compete for Conference, Regional and National championships. Students must be enrolled in at least 12 credit hours and meet NCJAA eligibility guidelines in order to compete in intercollegiate athletics. Northampton sponsors the following intercollegiate sports:

Men's Sports:

- Soccer
- Basketball
- Baseball

- Volleyball
- Wrestling

Women's Sports

- Volleyball
- Basketball
- Softball
- Wrestling

Students should visit **www.nccspartans.com** for more information on the Northampton athletic program.

Recreation

Bethlehem Campus: Students, faculty and staff alike participate in the College's comprehensive recreation program. Recreational activities are open to all currently enrolled students and provide a venue for exercise, competition and a great place to meet other students. Some of the activities currently offered include basketball, dodgeball, volleyball and soccer. Additional activities are added as needed. For more information on the recreation program, check the boards by the Athletic suite in the Spartan Center or call 610-332-6559.

Pocono Campus: NCC-Pocono's recreational sports program provides students and staff with competitive and fun experiences in a variety of activities. Recreational sports activities are open to all currently enrolled students and provide a venue for exercise and a great place to meet other students. Some of the sports activities currently offered include volleyball, basketball, softball, and soccer. Additional sports and activities are added as needed. For more information about the recreational sports program, call 570-369-1840.

Physical Education

Physical Education courses at NCC are designed for students to develop and acquire the skill, techniques and knowledge that will enable them to understand and participate in a variety of lifetime activities. Course objectives are written so that students are graded based on their own achievements and improvement. Physical Education classes currently being offered can be found in the latest course catalog, however typical offerings include Fitness, Yoga, weight training and cardio conditioning.

Fitness Center

Bethlehem Campus: The Fitness Center includes cardiovascular equipment and weight training machines, as well as a comprehensive selection of free weights. Cardiovascular equipment includes treadmills, elliptical trainers, recumbent bicycles, upright bicycles, rowers and spinning bikes. Orientation to the facility and basic workout routines are provided by the NCC Fitness Center staff to help members familiarize themselves with particular equipment in the facility and maximize their workouts. The Fitness Center is free of charge to all currently enrolled students.

Pocono Campus: The Fitness Center at NCC-Pocono's campus is available free of charge to current students, faculty and staff. Located in Pocono Hall, the Fitness Center offers cardiovascular and selected strength training equipment, as well as a comprehensive selection of free weights. Cardiovascular equipment includes treadmills, elliptical trainers, and recumbent bicycles.

Student Clubs Programs & Organizations

Make friends, form professional connections, and gain leadership experience in our 40+ student clubs at the Bethlehem Campus or our 20+ student clubs at the Pocono Campus. Deepen your passion for academics, sports, the arts, sustainability, culture, and hobbies. Between our Bethlehem and Pocono campus groups, there is something for everyone. Getting involved helps you gain important soft skills that today's employers are looking for, create lifelong friends, and build your resume. Also if there isn't a club that interests you, students can work with the Office of Student Life and Leadership Development to start their own student organizations on campus.

For questions regarding student clubs please email studentlife@northampton.edu (Bethlehem) or poconostudentlife@northampton.edu (Pocono)

Current Listing of Student Clubs & Organizations

For a full listing of clubs and organizations at both campuses, please visit here.

Student Financial Information

It is very important that students understand the eligibility requirements to maintain their financial aid. Please review this information if you are a recipient of aid. If you have not applied yet, please go to **www.northampton.edu** for application information.

Maintaining Financial Aid Eligibility

All students must be making satisfactory academic progress towards a degree, certificate or specialized diploma in order to establish or renew eligibility for participation in any of the Federal or State financial aid programs.

The Higher Education Act of 1965 (as amended) requires institutions to establish academic progress standards which contain qualitative and quantitative measurements of progress. The Act also requires a maximum time frame for completion of a program. The provisions included in Northampton's academic progress policy are based on Federal requirements:

1. Successful completion of sixty-seven percent (67%) of all attempted credits.
2. Minimum cumulative grade point average* (GPA) based on attempted credits (including transfer credits):

Total Credits Attempted	Minimum GPA Required
9 – 25	1.50
26 – 40	1.75
41+	2.0

3. Maximum time frame not to exceed 150% of the length of the educational program.
Complete copies of this policy are available on the web site and are distributed to all financial aid recipients along with their financial aid award letter.

Total Withdrawals

The 1998 Reauthorization of the Higher Education Act requires the College to calculate a return of Federal student aid funds for students who withdraw (officially or unofficially) from all classes on or before the 60% attendance point in a semester.

Using the Federal formula, the percentage of the semester attended is used to calculate the amount of the student's earned versus unearned Federal student aid funds. The number of calendar days spent attending classes is divided by the number of calendar days in the semester. The unearned portion of Federal student aid funds will be returned to the appropriate aid program. The funds are returned in the following order: Unsubsidized Fed Direct Loan, Subsidized Fed Direct Loan, Parent PLUS Fed Direct Loan, Pell Grant, SEOG Grant. Students withdrawing from all classes are responsible for payment of any balance due after the required return of Federal student aid funds. Students who stop attending all classes without officially withdrawing will be subject to the return of Federal funds at the end of the semester based on the 50% point of the semester. Students who totally withdraw after 60% of the semester is completed will be considered to have earned 100% of their financial aid.

Student Financial Rights & Responsibilities

You have the right to:

1. Know what financial assistance is available;
2. Know the application deadlines for each financial aid program;
3. Know the cost of attending the College and its refund policy;
4. Know the criteria used to select financial aid recipients;
5. Know how the College determines your financial need;
6. Know what resources are used in the calculation of your financial need;
7. Request from the Financial Aid Office an explanation of the various programs in your financial aid package;
8. Know what portion of your financial aid award must be repaid and what portion is grant money;
9. If you have a loan, know what the interest rate is, the total amount that must be repaid, the length of time you have to repay the loan and when repayment begins;
10. Know how the College determines whether or not you are making satisfactory academic progress and what happens if you are not.

It is your responsibility to:

1. Review and consider all information about the College before you enroll;
2. Complete all application forms accurately and submit them on time;
3. Return all additional documentation requested by the Financial Aid Office or the agency to which you submitted your application;
4. Read and understand all forms you are asked to sign and keep copies of them;
5. Accept responsibility for all agreements you sign;
6. If you have a loan, notify the lender of changes in your name, address, and telephone number;
7. Be aware of and comply with the College's satisfactory academic progress policy;
8. Use any financial aid cash refunds only for educational purposes;
9. Accept responsibility for payment of tuition, fees and other college charges that are not covered by financial aid by the specified payment due date;
10. Regularly check your MyNCC email account for information from NCC Financial Aid Office;
11. Notify us in writing if you receive any scholarships and awards that do not appear on your award letter;
12. Know the implications that dropping a class or withdrawing from NCC will have on your financial aid

Bursar's Office – Student Accounts

The Bursar's Office assists students with tuition billing, fees, housing and meal plan charges and other college-related charges. The Bursar's Office also handles all student refunds, third party invoicing, collections, flex accounts, and tax reporting.

The mission of the Bursars Office is to serve the students who attend Northampton Community College by providing them with quality service, information, maintaining accurate financial records and communicating policies and information to them concerning their student accounts.

We strive to promote financial literacy among our students, offering resources and guidance to help them make informed decisions about their finances during their time at Northampton Community College and beyond. We are dedicated to ensuring that students have access to the financial support and knowledge they need to successfully navigate their educational journey.

Payment Obligations

Students who don't make any sort of payment arrangement by the deadline are in danger of being dropped from their classes for nonpayment. Students who do not meet their financial obligation may not be permitted to register for the subsequent semester or participate in graduation. Students may also incur additional collection costs and fees. See the bursar policies section for information about maintaining financial aid eligibility.

BankMobile Disbursements

When it comes to receiving financial aid refunds and other credit balances, you deserve choices! Northampton Community College has partnered with BankMobile Disbursements to deliver any refund money we may have for you. You will select your refund preference using your personal code which will arrive in your Refund Selection Kit.

Look for your Refund Selection Kit. It will arrive in a bright green envelope and contain your Personal Code. Once you have your code, follow these easy steps:

- Visit **RefundSelection.com**
- Enter your Personal Code
- Select how you'd like to receive your money

Refund Options:

- ELECTRONIC DEPOSIT TO ANOTHER ACCOUNT: Money is transferred to another account the same business day BankMobile receives funds from your school.
  Typically, it takes 1 – 2 business days for the receiving bank to credit the money to your account.
- ELECTRONIC DEPOSIT TO A BANKMOBILE VIBE ACCOUNT: If you open a BankMobile Vibe account (upon identity verification), money is deposited the same business day BankMobile receives funds from your school.

Refunds

Visit **http://bankmobiledisbursements.com/how-it-works/** for more information on how refunds are processed at NCC. Be sure to select a refund preference as soon as you receive your refund selection kit in the mail.

Financial aid refunds for the regular session begin at approximately week 6 of the semester for grants and scholarships, and week 8 for student loans. After the first disbursement, refunds continue to be disbursed weekly every Friday. Check the bursar web site for exact dates.
Regular student refunds from overpayments are processed every Friday beginning with the last day to add classes unless requested earlier by the student.

Allow 10 days for a credit balance to be refunded according to your Bank Mobile Refund Preference.

Student Retention & Completion Rates

Information about student retention and completion rates at Northampton is available upon request from the Registrar in the Student Enrollment Center.

Student Placement Rate

Information about the student placement rate for Northampton graduates is available from the Director of Career and Work Life Services located in College Center 348.

Student Handbook: Academic Information and NCC Policies

Student Rights and Responsibilities

A student has the right to pursue an education in an environment that is conducive to the free exchange of information and ideas. At Northampton, students are encouraged to express themselves thoughtfully and freely as they participate in discussions in and out of class.

With rights, come responsibilities. Specifically:

Inquiry and Expression

Students have the right to make inquiries and express opinions, orally, in print and online, but they have the responsibility to allow others to do the same and to be respectful of conflicting points of view. A student who believes he or she has been discouraged from offering dissenting viewpoints in classroom discussions or in assignments has the right to protest any form of sanction for his or her opinions.

Association

A student has the right to organize and join associations that promote a common legal cause or interest (whether on or off campus). A student who joins an association has the responsibility to comply with the rules and regulations of the association, and to contribute to its objective.

Citizenship

A student does not lose his or her rights of citizenship when he or she enters the College. All constitutional and statutory rights such as, but not limited to, freedom of speech, peaceful assembly and the right of petition are ensured. At the same time, a student is expected to abide by local, state and federal laws and College regulations.

Information

A student has the right to have available accurate and understandable information about academic programs, student services, and rules and regulations of the College. The information concerning academic programs should include course and time requirements, costs and placement statistics. A student has the responsibility to comply with academic program requirements, to appropriately utilize student services and to abide by the rules and regulations of the College.

Conduct

A student has the right to seek an education on a campus which is safe and at a college that does not tolerate misconduct. Consequently, a student has the responsibility to follow the Student Code of Conduct.

Student Code of Conduct

Philosophy: Students enrolling in the College for credit or non-credit courses assume an obligation to conduct themselves in a manner compatible with the College's function as an educational institution.

The College has an interest in behavior subject to this code separate from that of the civil authorities and, therefore, has the right and responsibility to exercise its jurisdiction and to take such action as is appropriate to protect this interest. Whenever appropriate, the College may report a discipline matter to civil authorities.

Any member of the College community (administrative official, faculty member, employee or student) may bring a charge under this code against a student by submitting the particulars of the allegation in writing to the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus. In addition to bringing charges under the code, all Northampton students are encouraged to bring all grievances and complaints to the Student Affairs Office (Bethlehem) or the Associate Dean of Student Services Office (Pocono). Please visit **www.northampton.edu/reportit** for more details.

The discipline process is designed to maintain a safe and civil environment while educating students on community expectations. Students who are unable to conform to community expectations may no longer be able to participate as a member of this community. The preponderance of evidence standard will be used throughout the discipline process. Therefore, students may be sanctioned if it is determined to be more likely than not that a policy violation occurred. Any sanction(s) will be proportionate to the severity of the violation(s).

Student Misconduct (non-academic)

Misconduct for which a student is subject to disciplinary action includes the following:

1. Forgery, alteration or misuse of college documents, records or identification fraud; or knowingly furnishing false information to the College.
2. Acting or speaking in a manner seriously disruptive to the normal educational functions of the College, administration of the College disciplinary procedures or other College activities, including its community service functions, or of other authorized activities on College property or at College-sponsored or supervised functions.
3. Assaulting or harassing any person on College property or at College-sponsored or supervised functions; or threatening to do any of those acts; or conduct that threatens or endangers the health or safety of another person.
4. Stealing, concealing, defacing, tampering with, or intentionally damaging College property, or the property of a student, College employee, or campus visitor, or threatening to do so.
5. Unauthorized entry to, or use of, College property, including the failure to leave any of the College buildings or grounds after being requested to do so by an authorized representative of the College while in the performance of his duties.
6. Drinking or possessing any alcoholic beverage* or being intoxicated on College property or at College-sponsored or supervised functions.
7. Use, possession, or distribution on College properties or at College-sponsored or supervised functions of controlled or dangerous drugs or substances as defined by state and/or federal law. In reference to medical marijuana (cannabis), it is a controlled substance under federal law and its possession and use, even for medical reasons, is prohibited on property owned or operated by the College or at College-sponsored or affiliated programs and events.
8. Possession or use on College property or at College-sponsored or supervised functions of any firearm, gun, knife (except a pen knife without a switchblade), or other dangerous or deadly weapons of any kind, or of any explosive material or device, except as expressly permitted in writing by the President or his designee.
9. Failure to comply with reasonable directions of college officials acting in performance of their duties, including refusing to furnish identification upon request.
10. Hazing: any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:
    (I) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
    (II) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including:
11. (a) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
    (b) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
    (c) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
    (d) causing, coercing, or otherwise inducing another person to perform sexual acts;
    (e) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
    (f) any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
    (g) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.
12. Violation of other published College policies or regulations, or violation of federal, commonwealth, or local laws constituting felonies or misdemeanors.

Unless otherwise provided, the above actions will be considered unacceptable conduct on any of the College's campuses or branch facilities, including the student residential complex, and at College-sponsored or supervised functions or in any situation where students officially represent the College away from the campus.

*Students who are age 21 or above may consume alcohol when it is served, with College approval, at a College-sponsored event. However, all students, regardless of age, must abide by the laws of the Commonwealth and may not at any time be intoxicated on College property or at a College-sponsored event.

The consumption or possession of alcohol, alcohol containers or alcohol paraphernalia, is not permitted in the residential complex.

Disciplinary Actions

Warning: Oral or written expression that the student is in violation of the Student Code of Conduct and the imposed discipline, if any.

Disciplinary Probation: An official notice that the student may face suspension or dismissal should the student be involved in another incident during a specified period of time. The student may be excluded from acting as a representative of, or participant in, College co-curricular activities or programs and regular probationary meetings may be mandated.

Interim suspension: Exclusion from classes and other privileges or activities (not to exceed 15 calendar days) pending final determination of an alleged violation. It is to be invoked only when the presence of the student on campus is detrimental either to the student or to others.

Suspension: Exclusion from classes and/or exclusion from other privileges or activities or from campus for a specific period of time.

Dismissal: Permanent dismissal from the College.

Housing and Residence Life Actions

Housing Probation: An official notice that the student may face housing suspension and/or contract termination should the student be involved in another incident during a specified period of time. The student may be excluded from acting as a representative of, or participant in, Housing and Residence Life activities or programs and regular probationary meetings may be mandated.

Housing visitation suspension: Exclusion from visiting the apartments, residential complex and general grounds or parking lots surrounding the housing facilities, including activities sponsored or supervised by the housing office, for a specific period of time.

Housing suspension: Exclusion from the apartments, residential complex and general grounds or parking lots surrounding the housing facilities including activities sponsored or supervised by the housing office, for a specific period of time. Students placed on housing suspension may be placed on probation or receive additional sanctions from the College.

Housing Contract Termination: Exclusion from the apartments, residential complex and general grounds or parking lots surrounding the housing facilities, including activities sponsored or supervised by the housing office, for an indefinite period of time. A student wishing to return to Housing in a future semester would need to submit a new Housing application, with approval granted at the discretion of the Housing staff.

Disciplinary action taken by the College is confidential. However, upon written request, alleged victims of any non-forcible sex offense or crime of violence (as defined by the Department of Education) will be notified of the results of any disciplinary proceedings against the accused student. If the alleged victim is deceased due to the crime or offense, the next of kin will be notified of the results upon written request. Any disciplinary action may include additional stipulations such as fines and/or rehabilitative procedures such as counseling and/or community service.

Disciplinary Actions Jurisdiction

The Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus or his/her designees are responsible for administering the Student Code of Conduct. The College Committee on Discipline functions to hear appeals and offenses as deemed appropriate by the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus.

The rules hereby adopted shall govern the conduct of students upon the campuses of the College and also upon or with respect to any other premises or property under the control of the College used in its teaching, research, administrative, service, cultural, recreation, athletic and other programs and activities.

Except for College-sponsored off-campus programs, it is the intent of the College to leave disciplinary action with respect to off-campus offenses to civil authorities. It must be noted, however, that there are certain off-campus offenses that by their very nature pose as disruptions or serious threats to the College Community. In such cases, the College reserves the right to take appropriate action.

Disciplinary Procedures

1. The Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus or his/her designee will conduct an investigation of the alleged misconduct. Based on the results of the investigation, the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus or a designee will either:
    1. dismiss the charge
    2. impose a disciplinary action in the form of a warning, probation, interim suspension, suspension, or dismissal
    3. refer the case to the College Committee on Discipline. The Committee will recommend action to the Associate Provost, Dean of Students or a designee
2. All disciplinary actions are to be imposed within 20 consecutive days of the initial written notification of the charges.
3. For cases initially referred to the College Committee on Discipline:
    1. The College Committee on Discipline shall be composed of the following: 8 faculty members (at least two who teach at the Pocono campus) elected to a two year term at large by their peers; 8 students (at least 2 shall take classes at the Pocono Campus) appointed to a one year term by the Student Senate; and an appointee of the Associate Provost, Dean of Students.
       Note: students may self-nominate or be nominated by their peers or faculty and staff at the College. Elected members of the student governing bodies are automatically eligible for consideration. Administrator and Faculty terms may be renewed or extended.
        1. A quorum shall consist of the following: 3 persons – including 1 faculty member, 1 student and the appointed administrator. All decisions shall be determined by a majority of those present.
        2. Election of faculty and students to this Committee will be administered by the office of the Associate Provost, Dean of Students.
    2. The accused will receive written notification of:
        1. Charges lodged against him/her, including identification of the complainant
        2. Scheduled time and place of all hearings to include the identity of the person(s) hearing the case. A student has the right to challenge the composition of the College Committee on Discipline.
        3. The Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus must be notified in writing of this intent no later than 24 hours prior to the scheduled hearing. This notification must identify, as precisely as possible, the specific reason for the challenge.
        4. Any disciplinary action that is to be imposed and the specific period of time for which the disciplinary action will be in effect. The student is entitled to assistance by an advisor who can be a faculty member, staff member, or a fellow student from within the College. This advisor will be allowed to join the student in the hearing; however, the accused student is responsible for presenting his/her own information and the advisor is not permitted to speak or participate directly. The Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus must receive written notification from the student of the intent to have an advisor present no later than 24 hours prior to the scheduled procedure.
        5. All hearings are closed unless the student requests an open hearing.
4. A student, charged with a violation of the code, shall be presumed innocent of those charges until responsibility is determined or the basis of the evidence properly admitted.
5. Refusal by the student to participate in disciplinary proceedings shall result in exclusion from classes and/or exclusion from other privileges or activities or from campus. Additionally, discipline proceedings may be held without the presence of accused students who refuse to participate in the process.

Appeals

Any student found responsible for a violation under the Code of Conduct may appeal the decision as outlined below. Such appeals must be filed in writing with the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus within 5 days from the date the student received notification of the disciplinary action. The written appeal must contain reasons for the appeal.

Normally, appeals may be made on three bases:

1. New information sufficient to alter a decision.
2. The College's failure to follow its own processes and procedures.
3. Improper sanctions.

A student may appeal a disciplinary decision of the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus to the Associate Provost, Dean of Students. Sanctions of suspension or dismissal may be appealed to the College Committee on Discipline. After hearing an appeal, the Committee will recommend action to the Associate Provost, Dean of Students or his/her designee.

In cases where the College Committee on Discipline conducts the initial hearing and recommends action to the Associate Dean of Students at the Bethlehem Campus or the Associate Dean of Student Services at the Pocono Campus, appeals will be made directly to the Associate Provost, Dean of Students, or his/her designee. The Associate Provost, Dean of Students' decision represents the final process within the institution of all judicial matters.

Refunds will not be issued for sanctions issued as a result of conduct violations.

Student Policies

Acceptable Use Policy (BOT policy 2.26.33)

1. Purpose

This Acceptable Use Policy (AUP) outlines the standards for acceptable use of Northampton Community College's technology resources, including computer systems, networks, email services, internet access, and other technology-related services (Technology Resources). The goal is to ensure that all users utilize these resources responsibly, ethically, and in compliance with all applicable laws, regulations, and in accordance with college policies.

2. Scope

This Acceptable Use Policy (AUP) applies to all users of Northampton Community College's information technology (IT) resources, including but not limited to students, faculty, staff, contractors, vendors, and visitors. The IT resources covered under this policy include all college-owned, purchased, or operated hardware, software, networks, databases, online services, and any other technology infrastructure provided or managed by the college.

The purpose of this policy is to ensure that the college's IT resources are used in a manner that:

- Supports the institution's mission of education, research, and community engagement.
- Maintains confidentiality, integrity, and availability of data and systems.
- Complies with applicable laws, regulations, and contractual obligations, including but not limited to:
- **Family Educational Rights and Privacy Act (FERPA)**: Protecting the privacy of student education records.
- **Gramm-Leach-Bliley Act (GLBA)**: Safeguarding sensitive financial and personally identifiable information (PII) related to student and employee financial records.
- **Health Insurance Portability and Accountability Act (HIPAA)**: Ensuring the privacy and security of health-related data maintained by the college, including records managed by health centers or counseling services. Relevant copyright and accessibility laws.

This policy sets forth the rights and responsibilities of all users, establishes guidelines for acceptable and prohibited activities, and explains the consequences of policy violations. All users are expected to adhere to this policy as a condition of accessing and using the College's IT resources. By using these resources, users acknowledge and agree to comply with this policy, as well as any related guidelines, procedures, or updates.

The College is committed to protecting its technological environment and sensitive data by implementing reasonable administrative, technical, and physical safeguards. Compliance with this policy is critical to ensuring the secure and ethical use of IT resources while upholding institutional, legal, and regulatory requirements.

This policy is subject to periodic review and revision to address changes in technology, regulatory requirements, and institutional priorities. Users are encouraged to regularly review the policy and related updates to remain informed of their responsibilities.

3. IT Resources

Definition of IT Resources

For the purposes of this policy, Information Technology (IT) resources refer to all assets, systems, and services owned, managed, or provided by Northampton Community College to support its academic, administrative, and operational activities. These resources include, but are not limited to:

- **Hardware**: Computers, servers, laptops, tablets, smartphones, printers, scanners, network equipment, and other electronic devices.
- **Software**: Licensed or college-developed applications, operating systems, and productivity tools.
- **Networks**: Wired and wireless internet access, internal networks, virtual private networks (VPNs), and all other network infrastructures.
- **Data and Information**: Electronic records, databases, and information stored, transmitted, or processed using college systems.
- **Online and Cloud-Based Services**: Learning management systems (LMS), email platforms, file storage, and collaboration tools.
- **Facilities**: Physical spaces and equipment dedicated to IT use, such as computer labs, server rooms, and technology-enabled classrooms.
- **Peripheral Devices**: External storage devices, projectors, cameras, and any auxiliary equipment provided by the college.
- **Communication Tools**: College-owned email accounts, messaging platforms, video conferencing software, and tele-communications systems.

These IT resources are integral to the College's educational mission and must be used in compliance with all applicable laws, regulations, and college policies. Any such items that may be procured with college funds are subject to review by the College's IT department, following the **IT Procurement Procedure**, and will require a cybersecurity review. Users are expected to handle these resources responsibly and securely to maintain their confidentiality, integrity, and availability. Users must contact IT before making any purchasing decisions on behalf of the College.

Service Portfolio

- The College, via the Information Technology Services (ITS) department is responsible for procuring, installing, configuring, securing, maintaining, and supporting College IT resources.
- The College will maintain a Service Portfolio, governed by the Information Technology Assessment & Planning Committee, published on the ITS website, and implemented by the ITS department. Only software and services listed in this Service Portfolio may be procured, used, maintained and supported by College resources.
- The College also maintains a variety of IT hardware. All user-facing hardware is managed in accordance with the **IT Asset Lifecycle Management Procedure**.

4. Permitted Uses

1. **Academic and Research Activities**
    - Conducting coursework, research, and other academic-related activities.
    - Accessing educational tools, resources, and services provided by the college.

- Sharing educational materials with other students and faculty for legitimate academic purposes.

2. **Administrative and Operational Purposes**
    - Supporting college business functions, such as enrollment, financial aid, and student support services.
    - Conducting authorized job-related activities for faculty, staff, and administrators.
3. **Personal Use (Limited and Reasonable)**
    - Incidental and occasional personal use is permitted if it does not interfere with the performance of job responsibilities, incur undue costs, disrupt the college's operations.
    - Does not violate any laws, regulations, or college policies.
    - Does not adversely impact the college network or IT resources.
4. **AI Acceptable Use**
    - Artificial Intelligence (AI) tools may be used only in relation to non-sensitive data and tasks.
    - Users are responsible for understanding the tool's privacy policy, terms of service and how data provided is handled by the software to ensure compliance with local, state and federal laws and regulations as well as compliance with this policy.
    - Any user using AI note taking and/or recording software must make all participants aware of its use and must obtain explicit consent from all participants.
    - Generative AI tools for creating content (text, images, code, etc.) are permitted when the user ensures the generated content does not violate copyright or intellectual property.
    - AI tools, plug-ins and systems may be permitted under the conditions that they comply with the following:

1. Users are responsible for all data, actions, interactions, and communications conducted through the tool.
2. AI tools used to attend meetings on behalf of a user do not constitute active participation by that user.
3. The use of AI tools must adhere to all applicable data protection, security, and governance policies.
4. Users must obtain consent from all participants before utilizing AI tools in meetings, or the tool must have a built-in mechanism to secure such consent.

5. Prohibited Uses

1. **Illegal Activity**
    - Engaging in any activity that violates federal, state, or local laws.
    - Accessing or distributing content that is unlawful (e.g., illicit material, pirated or malicious software, content that promotes violence or terrorism, etc.).
2. **Harassment or Discrimination**
    - Sending or posting messages, images, or other content that is threatening, harassing, defamatory, obscene, or that targets an individual or group based on protected characteristics (race, color, religion, sex, national origin, disability, age, or any other protected category).
3. **Network Security Violations**
    - Attempting to bypass network security or authentication measures.
    - Unauthorized access to systems or data (including hacking, data mining, or using another person's login credentials).
    - Knowingly introducing malware, viruses, or other disruptive programs.
4. **Misuse of Resources**
    - Excessive consumption of bandwidth or storage that disrupts the normal operations of the college's network.
    - Operating a personal business, gambling, or any other commercial activity unrelated to Northampton Community College without explicit and written authorization.
5. **Copyright and Intellectual Property Infringement**
    - Unauthorized use, distribution, or reproduction of copyrighted materials (text, images, software, music, video, etc.) without permission or proper licensing.
    - Violating software licensing agreements.
6. **Impersonation or Misrepresentation**
    - Using Technology Resources to impersonate someone else or misrepresent one's identity.
7. **AI Restricted Use**
    - AI may not be used to process sensitive or private College data unless formal approval has been granted by the College and only after a review of the product or service has been conducted by appropriate departments.
    - AI tools may not be used if they do not comply with security standards or expose regulated or sensitive information to unauthorized individuals.

6. Privacy Expectations

1. **General Expectations**
    - The college respects the privacy of Users; however, Users should not have an expectation of complete privacy in their use of Technology Resources.
    - Personal devices connected to the college's network remain subject to this policy.
2. **Monitoring and Access**
    - The college may monitor network traffic or access data stored on its systems when there is a legitimate operational, security, or legal need.
    - Monitoring will be conducted in compliance with applicable laws and regulations.

7. Data Protection and Privacy

All users are required to follow the **Data Classification and Protection Policy**. Violation of that policy will constitute a violation of this policy.

- **Access Control and Authentication**
    - Users are responsible for safeguarding their credentials (usernames, passwords, tokens).
    - Passwords must meet minimum complexity requirements as defined by the College's password policy.
    - Users are responsible for using Multi-Factor Authentication for all applicable systems and services containing sensitive or regulated data and as required by the College's Procedures and Guidelines.

- **Encryption and Secure Transmission**
  - Regulated or sensitive data must be encrypted during storage and transmission where required by FERPA, GLBA, HIPAA, PCI-DSS, or College policy.
  - Users must only use College-approved secure channels (e.g., VPN, secure web portals) when accessing sensitive data remotely.
- **Device Security**
  - Keep systems patched and updated with the latest security updates.
  - Use anti-malware, or endpoint protection software as prescribed by the College IT department.
- **Personal Services**

o Use of personal email, cloud storage, or other unapproved IT services is strongly discouraged due to lack of necessary security controls, monitoring, and data protection measures required by the College's standards.

§ Personal Services storing or transmitting institutional data through personal services can increase the risk of data breaches, leaks, unauthorized access and regulatory non-compliance.

§ These services may hinder the Colleges' ability to maintain oversight and respond effectively to security incidents.

§ Users may face legal exposure, in event personal service data is subject to discovery or subpoena by legal authorities.

8. Incident Reporting and Response

1. **Reporting Obligations**
   - Users must immediately report any known or suspected security breach, unauthorized access, or policy violation to NCC ITS or appropriate authority.
   - Examples of incidents include lost or stolen devices containing regulated data, suspicious network activities.
   - Users are encouraged to report suspected phishing emails using the "Report Phishing" feature to help maintain cybersecurity.
2. **Investigation Process**
   - The College may temporarily suspend or restrict access to resources to prevent further harm during an investigation.
   - Investigations will be handled in compliance with applicable laws, regulations, and College policies, ensuring confidentiality to the extent possible.
3. **Incident Response Procedures**
   - The College maintains an Incident Response Plan, aligned with NIST best practices, outlining how to contain, eradicate, and recover from security incidents.
   - In cases of significant breaches involving regulated data (e.g., FERPA, HIPAA, GLBA), the College will follow mandated notification requirements.

9. Enforcement

1. **Disciplinary Actions**
   - Violations of this policy may result in disciplinary measures, including loss of access privileges, formal reprimand, suspension, dismissal, or legal actions, depending on the nature and severity of the violation.
   - If a user's actions constitute a legal violation, the College may refer the matter to law enforcement.
2. **Liability**
   - Users may be held personally responsible for unauthorized or unlawful activities, including costs associated with investigation, remediation, notification, and damages stemming from their actions.

10. Policy Review and Revisions

1. **Regular Review**
   - This policy will be reviewed periodically or as needed to ensure compliance with changing laws, regulations, and best practices.
   - Users are responsible for reviewing and understanding the most current version of this policy.
2. **Policy Updates**
   - Any changes or updates to this policy, once approved, will be posted on the website and/or internal portal.

11. Acceptance of Policy

By using Northampton Community College's Technology Resources, all Users acknowledge that they have read, understand, and agree to comply with this Acceptable Use Policy. Violations of this policy may result in disciplinary action, including possible termination of employment or expulsion, and/or referral to law enforcement.

Effective Fall 2025, pending final approval by the Board of Trustees in June 2025

Involuntary Leave Policy

Northampton Community College (NCC) is committed to preserving the integrity of its learning environment and protecting its community members from the risk of physical harm. Separation of a student from NCC and its facilities may be necessary if there is evidence that the student poses a significant risk to the health and safety of others.

This policy and these procedures do not take the place of disciplinary actions that are in response to violations of the Student Code of Conduct, nor do they preclude the removal or dismissal of students from the College or college-owned facilities as a result of violations of other college regulations.

Policy Regarding Children on Campus

Children of students and staff are discouraged from being on campus for extended periods of time unless officially registered in a college program. Children under the age of 16 may not be left unattended on campus.

Children are not permitted in class. The classroom instructor has the authority to make an exception to this policy for an emergency circumstance, using the following criteria: if at all possible, students must contact the instructor prior to the class to seek permission; students may not request this special exception more than twice in one semester; children may not be disruptive (i.e.-noisy, moving around, interfering with the teaching-learning process) or they will be asked to leave immediately with their parent/ guardian.

Children accompanying parents to learning environments such as the Library or Learning Center may not be disruptive or they will be asked to leave immediately with their parent/guardian.

Residence Life Policies

Please refer to the residence life handbook for specific policies related to living on campus.

Student Complaint Procedure

Scope of Complaint Procedure

This complaint procedure is for NCC students who have complaints about NCC policies, buildings and grounds, faculty and staff, fellow students, or guests. It does not encompass complaints already covered by other NCC policies and procedures. Please note that other, separate procedures exist for harassment, discrimination, sexual misconduct, disability complaints or accommodation requests, and academic matters, including grades and grade appeals.

Complaint Procedure

1. **Complaints about College Policies or Buildings and Grounds**. These complaints should be reported to https://www.northampton.edu/about/student-affairs/reporting-concerns-and-complaints.htmlOR the Office of Student Affairs (for Bethlehem sites) (610)-332-6337 OR the Associate Dean of Student Services Office (Pocono) 570-369-1872.
Student Affairs will forward the complaint to the administrator(s) best able to address it. The student will be contacted within 10 working days of filing the complaint, either to ask for additional information or to be informed of the resolution of the complaint.
If the student accepts the resolution, the matter will be considered closed. If the complaint has not been resolved to the student's satisfaction, he or she has the right to appeal, using the procedure described below.

2. **Complaints about a faculty or staff member.** It is generally recommended that the student discuss the complaint directly with the faculty or staff member. This will allow the staff or faculty member to have an opportunity to hear the concern(s) and work with the student to resolve the issue. The student should call or email the individual to schedule an appointment. In the meeting, the student should be specific about what the complaint is and how he or she would like it resolved.
If the student accepts the faculty or staff member's resolution, the matter shall be considered closed. If the complaint has not been resolved to the student's satisfaction, he or she has the right to appeal, using the procedure described below.
If there are circumstances that make the student uncomfortable about speaking directly to the faculty or staff member about the complaint, he or she may report it via **studentcomplaints@northampton.edu** or https://www.northampton.edu/about/student-affairs/reporting-concerns-and-complaints.htmlor to the Academic Dean for the course of Faculty member. The Associate Dean of Student Services Office (Pocono) 570-369-1872 or the Student Affairs Office (Bethlehem 610-332-6075 may assist the student in determining the Academic Dean. The student will be contacted within 10 working days of filing the complaint regarding next steps in the process.

3. Complaints about fellow students or campus guests should be reported through Northampton's See It! Report It! Stop It! Campaign, using the procedures described at **www.northampton.edu/reportit**.

Appeals

If a student's complaint is not addressed to his or her satisfaction, he or she has the right to appeal.

Appeals must be submitted in writing to **studentcomplaints@northampton.edu**.

Appeals must include the following information:

- Brief outline of steps the student has taken towards resolving the issue
- Decision given by the person handling the complaint
- Reason for the appeal
- Possible solution(s) to the complaint that would satisfy the student
- Student contact information (phone, email, etc.)

After an appeal has been submitted, the student who submitted the appeal will be provided with information regarding next steps in the process and may be asked for additional information, if necessary, within 10 working days.

Appeals will be sent to the the Associate Provost, Dean of students, or designee whose decision will be considered final.

Follow-Up

The Office of Student Affairs will track student complaints through the College's Maxient software. Data will be kept for seven years and will be reviewed no less than once a year to determine if the number and/or pattern of complaints require further institutional attention. Modifications and improvements made as a result of complaints will be documented in the Office of Student Affairs. Each department supervisor addresses complaints related to their department and staff, including monitoring complaint trends.

Discrimination, Harassment, and Sexual Misconduct Policy

Northampton Community College is committed to ensuring an environment free of discrimination, violence, and harassment. The Discrimination, Harassment, and Misconduct Policy covers areas of sexual harassment, including sexual assault, dating violence, domestic violence and stalking, and other forms of discrimination and harassment.

View Full Title IX Policy

Supporting Our Students

At NCC we recognize that students will experiment and be influenced by their friends and society. This experimentation is an important part of becoming self-sufficient and the result of this experimentation can help students to develop lifelong values.
Nevertheless, we also recognize that some experimentation may result in negative consequences. To minimize these consequences, we offer guidance and support on a number of issues.

Gambling

Gambling can become a serious concern and addiction for some students making it difficult for them to be academically focused and financially stable. There is support available at the Bethlehem campus in the Counseling Center (CC250/610-861-5342) and at the Pocono campus in Student Services (610-861-4342).

Social Networking

Being active in social media can help you meet and communicate with other students, but it is important to use good judgment. Familiarize yourself with the terms and conditions of the sites or services you use and be careful not to post anything that would jeopardize your safety or future job prospects.

Be very careful not to use social media to harass or threaten others or to damage their reputation. It is O.K. to disagree with someone, but differences of opinion should be expressed respectfully. Behavior that is not acceptable on campus is not acceptable online. Infringing on the rights of others or seriously disrupting the educational functions of the College may be in violation of the Student Code of Conduct and may result in disciplinary action. If you have questions about this, please contact the Associate Dean of Students at 610-332-6075.

Smoking/Tobacco Policy

As part of the College's commitment to the health and well-being of the College community, smoking (e.g., cigarettes, hookahs, e-cigarettes, etc.) and the use of any tobacco products (e.g., chewing tobacco) are prohibited on campus except in your vehicle and where designated by signage. A fine of $100 may be assessed for violating the smoking/ tobacco policy.

Smoking Cessation/Education

Most students recognize the negative effect of smoking on their health. Smoking cessation support is provided through the Health and Wellness Center in CC120 or at 610-861-5365. Education materials and counseling are available.

Drug and Alcohol Use

Most NCC students make responsible choices around the use of alcohol and other drugs.

However, some students will experiment with drugs and alcohol and will end up abusing them. Research has proven that drug and alcohol experimentation can have a negative effect on one's health, relationships and academic work. Because we want our students to succeed, support for students, whose lives are negatively affected by drugs and alcohol, is available at the Bethlehem campus in the Counseling Center (CC250/610- 861-5342) and at the Pocono campus in Student Services (570-369-1842).
There are counselors available to counsel students, to provide education, to make assessments, to make referrals or to refer students to local Alcoholics or Narcotics Anonymous meetings.

Drug and Alcohol Abuse

Introduction

The NCC community is committed to fostering an environment in which intellectual exchange and skill development take place within an atmosphere conducive to student learning. In order to maintain such an environment, community members must abide by NCC's policy on alcohol and other drugs and the laws of the Commonwealth of Pennsylvania that pertain to drugs and alcohol. The College considers misuse of alcohol or other drugs to be a serious condition which adversely affects the campus climate.

Policy Governing the Use of Alcohol and Other Drugs

Northampton Community College's policy prohibits the use, possession, or distribution of controlled or dangerous drugs or other substances as defined by federal, state, and local laws, except as expressly permitted by law. Drinking or possessing alcoholic beverages on campus is prohibited. Members of the College community who are age 21 or older may consume alcohol when it is served, with College approval, at a College sponsored event. However, all individuals, regardless of age, must abide by applicable laws and may not at any time be intoxicated or under the influence of illegal substances on College property, at a College sponsored event or when representing the College. Alcohol containers and drug paraphernalia are banned from campus. Advertisement of prohibited substances cannot be posted on exterior doors or walls or in any public areas (including student residence halls).

Alcohol and Drug Prevention and Intervention

As part of its educational mission, Northampton Community College sponsors alcohol and drug education programs in the form of lectures, workshops and more.

Students who have been identified as having a substance abuse problem, or others who seek help voluntarily, will be assisted by counselors located in the Counseling Center, CC250. The College also promotes alcohol free programs. It is through these educational programs and services that the College hopes to empower students to make wise, informed decisions regarding the use of alcohol and other drugs.

Disciplinary Actions

Any use of alcohol or other drugs on campus is governed by the College's policy as well as by applicable federal, state, and local laws. Students should understand and respect all guidelines regarding the possession, use, manufacture, consumption, furnishing and distribution of alcohol or other drugs. If suspected to be in violation of any policy and/or law, students should understand that they will be subject to disciplinary action by Northampton Community College as well as by the appropriate governing authorities. It is the responsibility of the student to understand and abide by these laws and policies. In reference to medical marijuana (cannabis), it is a controlled substance under federal law and its possession and use, even for medical reasons, is prohibited on property owned or operated by the College or at College-sponsored or affiliated programs and events.

As outlined in the Northampton Community College Student Code of Conduct, sanctions may be imposed upon students in violation of this policy. Any disciplinary action may include additional stipulations (e.g. fines, rehabilitative procedures such as counseling, and/or community service.) Please note that past history may be taken into consideration when sanctions are being determined.

When deemed necessary, local law enforcement will be involved. If illegal drugs or drug paraphernalia are found, the local authorities may be contacted immediately.

Legal Implications of Alcohol and Drug Use

Members of the campus community should be aware that there are serious consequences for the unlawful possession or distribution of illicit drugs, abuse of alcohol, or underage drinking. Check with your local law enforcement agency if you need more information about the laws governing alcohol and drugs.

Health Risks Associated with the Use of Alcohol and Other Drugs

Health risks associated with the use of illicit drugs and the abuse of alcohol are varied and range from heart and liver damage, to intense psychological or physiological dependence, to death.

Members of the campus community are encouraged to consult information located in the Health and Wellness Center, the Counseling Center, or the US Department of Health and Human Services to review the effects of various drugs and alcohol in more detail.

Anti-Hazing Policy

A. POLICY STATEMENT

Northampton Community College (NCC) is first and foremost an educational institution, and the health and safety of our faculty, staff and students is paramount. NCC does not tolerate Hazing in any form and is prohibited for any college recognized or sanctioned student organization, student, or other person associated with an organization operating under the sanction of or recognized by Northampton Community College. Organizations or individuals found responsible for hazing under this Policy, whether occurring on or off campus, may be subject to disciplinary action by the college, and also may face criminal charges under applicable law, including Pennsylvania's Timothy J. Piazza Anti-Hazing Law.

This Policy includes excerpts from both the Federal Stop Campus Hazing Act (H.R. 5646), as well as Pennsylvania's Timothy J. Piazza Antihazing Law (18 Pa. C.S. § 2801, et seq), both of which are applicable to the College and this Policy. Faculty, staff and students to which this Policy applies are strongly encouraged to read both in their entirety.

B. DEFINITIONS

Definitions as Defined by the Federal Stop Campus Hazing Act (H.R. 5646)

The following definition shall be used for purposes of including Hazing incidents in the crime statistics the College reports in the Annual Security Report (as required by 20 U.S.C. 1092(f)(1)(F)(iv)) and to the U.S. Department of Education (as required by 20 U.S.C. 1092(f)(5)).

Hazing is defined as any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that-

(I) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
(II) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including—

(a) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
(b) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
(c) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
(d) causing, coercing, or otherwise inducing another person to perform sexual acts;
(e) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
(f) any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
(g) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

Student Organization is an organization at an Institution (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution. *It should be noted that this definition shall be used specifically for purposes of including Hazing incidents in the crime statistics the College reports in the Annual Security Report (as required by 20 U.S.C. 1092(f)(1)(F)(iv)) and to the U.S. Department of Education (as required by 20 U.S.C. 1092(f)(5)), as student organizations that are not recognized or established by NCC are not subject to the College's disciplinary authority.* However, individuals who engage in violations of the standards of conduct outlined in this Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized by, registered with, or established by the institution

Definitions set forth by the Pennsylvania Timothy J. Piazza Anti-Hazing Law, 18 Pa. C.S. §2801.

Hazing: A person commits the offense of hazing if the person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a minor or student into or with an organization, or for the purpose of continuing or enhancing a minor or student's membership or status in an organization, causes, coerces or forces a minor or student to do any of the items listed below in (1)-(6). Hazing shall NOT include reasonable and customary athletic, law enforcement or military training, contests, competitions or events.

1. Violate Federal or State criminal law;
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the minor or student to a risk of emotional or physical harm;
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements;
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment;
5. Endure brutality of a sexual nature;
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the minor or student.

Aggravated Hazing: A person commits the offense of aggravated hazing if the person commits a violation of Hazing that results in serious bodily injury or death to the minor or student; and

1. The person acts with reckless indifference to the health and safety of the minor or student; or
2. The person causes, coerces, or forces the consumption of an alcoholic liquid or drug by the minor or student.

Organizational Hazing: An organization commits the offense of Organizational Hazing if the organization intentionally, knowingly, or recklessly promotes or facilitates a violation of Hazing or Aggravated Hazing.

C. APPLICATION

This policy applies only to student organizations that are recognized by, registered with, or established by the College shall be subject to NCC's disciplinary authority. NCC reserves the right to hold a sub-group of an organization accountable for Hazing policy violations, rather than the entire student organization, when circumstances reasonably indicate a sub-group, not the entire student organization, committed a Hazing policy violation. While student organizations that are not recognized or

established by NCC are not subject to the College's disciplinary authority, individuals who engage in violations of the standards of conduct outlined in this Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized by, registered with, or established by the institution. While not an exhaustive list, this policy applies to the following:

- Students of the College,
- Minors participating in College-sponsored youth programs.
- Any organization operating under the sanction of, or recognized as, an organization by the College, including, but not limited to, the following:
    - Recognized student organizations of the college.
    - Affiliate recognized student organizations.
    - Any sports team recognized, established or sponsored by the college.
    - Band, choral or other groups affiliated with a College or Campus, whether or not separately recognized as a Student Organization. College operated youth programs, activities and services and youth service organizations.
    - Any other organization, planning team, committee, or group affiliated with College departments or offices.
- Other persons associated with a College sanctioned or recognized organization, including, but not limited to, the following:
    - Members or participants in the organization
    - Advisors (including faculty/staff of the College who serve in this capacity)
    - Alumni of the organization or the College
    - College faculty, staff, and volunteers (including coaches)
    - Booster Clubs
    - Representatives of external organizations having an association with or interest in College sanctioned or recognized organizations or activities (e.g., national fraternity or sorority, USA Fencing club, third party youth programming)
- This Policy applies to any acts of hazing occurring on or off campus.

D. DUTY TO REPORT

NCC encourages all members of the community who believe that they have witnessed, experienced, or are aware of conduct that constitutes hazing in violation of this Policy to report the violation in one of the following ways:

For a complaint against a student organization(s) or a specific student(s):

- Directly to the Department of Public Safety either in person at the Public Safety office, by calling #610-861-5588, or by emailing **publicsafety@northampton.edu** ;
- Directly to the Office of Student Affairs either in person at College Center Suite 200, or by calling #610-332-6075;
- Directly to the office of the Title IX Coordinator either in person at Kapp Hall Room 102.1, or by calling #570-369-1960;
- By filing a report online through **NCC's See It, Report It, Stop It website**.

For a complaint against a staff member(s):

- Directly to the Department of Public Safety either in person at the Public Safety office, by calling #610-861-5588, or by emailing **publicsafety@northampton.edu** ;
- Directly to the Office of Human Resources either in person at Kopecek Hall Room 230;
- Directly to the office of the Title IX Coordinator either in person at Kapp Hall Room 102.1, or by calling #570-369-1960;
- By filing a report online through **NCC's See It, Report It, Stop It website**.

This Policy prohibits retaliation against, and intimidation or harassment of, anyone who reports or is believed to have reported hazing, or other prohibited conduct, or who is a witness or otherwise involved in a hazing violation. Such retaliation, intimidation, or harassment is considered a serious violation of this Policy, regardless of whether a hazing violation is upheld. Encouraging others to retaliate is also prohibited. Complaints of retaliation should be filed in the same manner as listed above.

E. INVESTIGATION, ENFORCEMENT & SANCTIONS

All reports of incidents of hazing will be investigated thoroughly, either individually or jointly, by any one of the following departments or offices:

- Department of Public Safety
- Office of Student Affairs
- Office of Human Resources
- Title IX Coordintor, Deputy Coordinator or Investigators

The process will be as follows:

If the accused is a student:

1. Initial report will be investigated by either the Associate Dean of Students (Bethlehem) or Associate Dean of Student Services (Pocono), with one of three outcomes:

    a. Dismiss the charge
    b. Impose a disciplinary sanction
    c. Refer the case to the College Committee on Discipline
2. The accused will receive a written of:

    a. Charges lodged against them,
    b. Time and Place for all hearings,
    c. Any disciplinary action that is to be imposed,
    d. The student is entitled to assistance by an advisor, and
    e. All hearings are closed unless the student requests an open hearing.

3. Anyone found in violation of the hazing policy, after notice and a hearing consistent with the College's conduct policies, will be subject to disciplinary action. The severity of the sanctions will depend on the circumstances surrounding the violation. Disciplinary action by the College will be in addition to and separate from any penalties imposed by civil authorities for violations of state law. The College reserves the right to take interim measures to ensure the health and safety of its campus, students, employees, and community members.

   a. The College shall provide a program for the enforcement of such rules and shall adopt appropriate penalties for violations of such rules to be administered by the Associate Vice Provost/Dean of Students or designee, with the final approval by the President.
   b. Such penalties may include, the withholding of diplomas or transcripts pending compliance with the rules or pending payment of fines and the imposition of probation, suspension or dismissal.
   c. In the case of an organization which authorizes hazing in blatant disregard of such rules, penalties may also include rescission of permission for that organization to operate on campus property or to otherwise operate under the sanction or recognition of the College.
   d. All penalties imposed under the authority of this section shall be in addition to and separate from any penalty imposed for violation of any criminal laws of the Commonwealth or for violation of any other institutional rule to which the violator may be subject.
   e. Rules adopted pursuant hereto shall apply to acts conducted on or off campus whenever such acts are deemed to constitute hazing.
4. Any individual found responsible for a violation of this policy may appeal the decision by submitting such request in writing to either the Associate Dean of Students (Bethlehem) or Associate Dean of Student Services (Pocono) within (5) days of notification of the disciplinary action.

If the accused is an employee:

1. The initial complaint will be referred to the Department of Human Resources (HR)
2. HR will define the scope and objective of the investigation, based on the complaint
3. HR will establish a timeline and the specific rules or policies that have been violated (according to the complaint)
4. Based on the nature of the complaint, HR will determine the investigation plan including gathering evidence (emails, videos, etc.), determining who should conduct the interviews and where they should be conducted
5. HR will develop a list of questions to be used in the interview process
6. The assigned investigator will interview the complainant, witnesses and the respondent and inform all who are interviewed that the information will be kept confidential to the extent possible
7. The assigned investigator will document the interviews by taking notes. There may be a third party present to take notes during the interview
8. The investigator will review all evidence gathered as well as the credibility of the sources before making a determination
9. The investigator will summarize findings and make a determination and recommend corrective or disciplinary actions
10. HR will communicate the findings to all parties and let them know the investigation is closed
11. The Department of Human Resources will then implement corrective actions, and if necessary, follow up with complainant after an agreed upon period of time to check status.

F. REPORTING AND RECORDS

The anti-hazing policy shall be given to every College authorized or sanctioned organization and posted on the college's website. The Office of Student Affairs shall maintain a record of all violations and will issue a Campus Hazing Transparency Report that complies with both the Federal Jeanne Clery Campus Safety Act and the Pennsylvania Timothy J. Piazza Anti-Hazing Law. The report will be made publicly available on the college website here.

The following information will be made available in the report for each included incident:

- Name of student organization
- Campus
- General description of the violation
- Whether hazing involved the abuse or illegal use of alcohol or drugs
- Date of:
    - Incident
    - Start of Investigation
    - End of Investigation (determination of responsibility)
    - Outcome notification to student organization
- Findings (rationale) for the determination of responsibility
- Sanctions Imposed

In addition to the Campus Hazing Transparency Report, the following information will also be located on the Hazing website:

- A statement notifying the public of the annual availability of Hazing statistics published in the College's Annual Security Report. The statement will include the exact URL at which the Annual Security Report is posted. ***20 U.S.C. 1092(f)(9)(D)(i)**
- Information about the College's policies relating to Hazing. ***20 U.S.C. 1092(f)(9)(D)(ii)**
- Information on applicable local, State, and Tribal laws regarding Hazing. ***20 U.S.C. 1092(f)(9)(D)(ii)**

The Transparency Report will be updated not less than 2 times each year for the period beginning on the date on which the Transparency Report was last published and ending on the date on which such update is submitted. *20 U.S.C. 1092(f)(9)(A)(iii)

All updates to the Transparency Report shall remain in the report published on the public website for no less than 5 calendar years following publication of such updates. *20 U.S.C. 1092(f)(9)(D)(iii)

G. EDUCATION, AWARENESS, AND PREVENTION

Northampton Community College provides research informed, campus-wide hazing education, awareness, and prevention programs that include, but are not limited to the following:

- How to report incidents of hazing, the process for investigation and jurisdictional laws;
- Primary prevention strategies to stop hazing, such as:
    - Bystander Intervention

    - Ethical Leadership
    - Strategies for building group cohesion
- Awareness seminars with student organization advisors and
- Awareness seminars with athletic coaching staff and student-
- Participation in National Hazing Prevention Week (September).
- Inclusion in new faculty/staff
- Policy posting on Canvas for students and

These additional policies can be found in the current College Catalog:

- Residency
- Classification of Students
- Advanced Placement
- Repeat Course Policy
- Waiver of graduation requirements
- Audit Policy
- Academic Restart

The Board of Trustees endorses the principle of equal educational and employment opportunities for all people regardless of race, color, sex, religion, ancestry, national origin, age, sexual orientation, or based on an individual's actual or perceived disability, or on a person's association with a person with a disability. Furthermore the Board does not discriminate on the basis of race, color, sex, religion, ancestry, national origin, age, sexual orientation, or based on an individual's actual or perceived disability, or on a person's association with a person with a disability in the educational programs or activities it operates.

If you require accommodations for College events, contact the Accessibility Resource Center, 610-861-5342 or TTY/TDD 1-800-654-5984, at least one week prior to your planned visit. Chief Diversity Officer and ADA coordinator: 610-861-5300 or TTY/TDD 1-800-654-5984.

Confidentiality Policy

As outlined in the Family Educational Rights and Privacy Act of 1974, a student has the right to have his/her educational records remain confidential. The act states that: (a) an institution must establish a written policy and (b) must notify students of adopted procedures covering their privacy rights.

Northampton Community College's policy on the confidentiality of student educational records includes a detailed outline of both the rights and responsibilities of a student as provided under the law, and contains the operational procedures necessary for implementing the policy.
No one outside the institution will have access to, nor will the institution disclose any information from a student's educational record without the written consent of the student, except as authorized by the act. In the event a written consent is requested, but no written consent is received within twenty (20) days of the request, the information will not be disclosed. No oral request for disclosure shall be granted.

Within the Northampton Community College community, only school officials with legitimate educational interests may have access to educational records. A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, collection agent, insurance agent, or official of the National Student Clearinghouse); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the requested information is necessary for that official to: (a) perform tasks required by their duties; (b) perform a task related to the student's education; (c) perform a task related to the discipline of a student (d) provide a service or benefit to the student. Disclosure to a school official having a legitimate educational interest does not constitute institutional permission to transmit, share or disclose any or all information received to a third party.

Northampton Community College will release only the following directory information to telephonic requests: student's name, degree sought or completed, expected dates of completion of degree requirements or graduation, and enrollment status.

The College may disclose education records without consent in certain other circumstances:

- to comply with a court order or certain types of subpoenas
- to appropriate parties in a health or safety emergency
- to officials of another school, upon written request, in which a student seeks or intends to enroll
- in connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid
- to certain officials of the U.S. Department of Education, the Comptroller general, to state and local educational authorities, in connection with certain state or federally supported education programs
- to accrediting organizations to carry out their functions
- to organizations conducting studies for or on behalf of the College
- the results of an institutional disciplinary proceeding against the alleged perpetrator of a crime of violence may be released to the alleged victim of that crime with respect to that crime.

Students may restrict the release of directory information, except to school officials with legitimate educational interest and those listed immediately above. A student must make the request in writing to the Records Office. Requests are valid until the student notifies the Records Office, in writing, to cancel that restriction. Students must understand that withholding directory information prevents the College from verifying attendance or graduation and from publishing the student's name in a graduation program or dean's list.

A student who wants to review his/her education record must make a written request to the Records Office, listing the record(s) they want to inspect. Only records covered by the act will be made available within 45 days of the request. The Registrar will make arrangements for access and notify the student of the time and place to inspect the record. If the Records Office does not maintain the records the student requested, the Registrar will advise the student of the correct official to contact.

The only exceptions are outlined by law and are listed below. A student may not inspect or review the following:

1. Financial information submitted by his/her parents

2. Confidential letters and recommendations associated with admissions, employment or job placement and honors to which he/she has waived his/ her rights of inspection and review
3. Educational records containing information about more than one student, in which case the institution will permit access only to the part of the record which pertains to the inquiring student
4. Health records which are created by a health professional and are used only in connection with treatment of the student. However, an appropriate health professional of the student's choice may review the health records

The institution is not required to permit a student to inspect and review confidential letters and recommendations placed in his/her files prior to January 1, 1975, provided those letters were collected under established policies of confidentiality and were used only for the purposes for which they were collected.

A student may have copies made of his/her records with the following exceptions:*

- the student has an overdue financial obligation to the College with a financial hold
- a transcript from an institution other than Northampton Community College

*Copies of any requested records are made at the student's expense.

Educational records do not include records of institutional, administrative, and educational personnel, which are the sole possession of the maker. Also, educational records do not include law enforcement records, student health records, employment records, or alumni records. However, a Northampton Community College student may review his/her health records, employment records, or alumni records by contacting the respective offices.
Students have the right to request the amendment of education records that the student believes are inaccurate or misleading. They should write to the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

FERPA is not intended to provide a process to question substantive judgments which are properly recorded. The rights of challenge do not apply, for example, to a student's argument that they deserved a higher grade in a course, if the grade recorded is the grade submitted by the faculty member. See the College catalog for policies applying to grade appeals.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student in writing of his or her right to a hearing regarding the request for amendment. The College will provide the student with specific information in writing regarding the hearing procedures at the time of notification.

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures of the College to comply with the requirements of FERPA. Contact the office that administers FERPA at: Family Policy Compliance Office, U.S Department of Education, 400 Maryland Ave. SW, Washington DC, 20202-4605. For purposes of compliance with FERPA, the College considers all students independent.

Getting Advice

Academic advising is a necessary and important part of your education. Your academic advisor can help you coordinate your learning experience and assist you in your progress toward your educational goals. Your advisor can help you make the transition to college life, explore your life goals, develop realistic educational goals, choose an appropriate program, select courses and arrange your schedule, prior to registration each semester.

All students are assigned an Academic Advisor (first semester)or Faculty Advisor and are encouraged to meet with their advisor each semester. All students with fewer than 18 earned cumulative credit hours or a cumulative GPA of under 2.0 must have approval from an advisor to register for classes. In certain academic programs, students with 18 or more earned credit hours and a cumulative GPA of 2.0 or greater may also need approval from an advisor to register for classes.

Questions about advising can be addressed by visiting **https://www.northampton.edu/academics/academic-advising.htm** or by calling 610-861-5346.

Graduation Information

It is your responsibility to be sure you have met all of your graduation requirements. You should meet with your academic advisor, who will help you plan your program and registration. You may also review your degree audit on your MyNCC account.

If you do not attend NCC for two consecutive major semesters and your program's requirements change, the program requirements in effect during the semester of re-entry will be your graduation requirements.

Students must complete an Application for Graduation at the Bethlehem Campus Records Office, the Pocono Campus Enrollment Office or on the web to receive their degree, certificate or diploma. See the College Calendar for the due date for each semester. Commencement exercises are held twice a year in Bethlehem following the Fall and Spring semesters; August and December graduates should attend the Winter ceremony in January.

Schedule Change and/or Withdrawal

- A change of class from one class section to another is accomplished only with approval of the Records Office. Failure to seek official approval may result in the recording of an "F" grade.
- No courses may be added to a class schedule after the first week of a semester or equivalent time in short-term classes.
- Students may withdraw from classes in which they are enrolled through the 90% point of the semester (the end of the 14th week in a 15 week semester, or equivalent in courses that run on a non-standard schedule) and an instructor may issue a withdrawal for poor attendance through the same period. Any student who officially withdraws or is withdrawn by the instructor during this period will receive a grade of W for the course.

When the Weather is Bad or the College Needs to Close for Emergencies

If the college needs to open late, close early or close for an entire day, the decision will be announced on the NCC website (**www.northampton.edu**), on radio and TV, on the College's weather closing information lines 610-861-4595 for Bethlehem sites and 570-369-1800 (press 3) for Pocono and on the College's Facebook page (**facebook.com/northamptoncomm**). You can also sign up to receive a text alert when the College closes at **www.northampton.edu/alerts.**

Emergencies can occur at any time, but in the case of inclement weather, decisions about day classes are usually made by 6 a.m. Decisions about classes starting at 5 p.m. or after are made by 3 p.m.

The College serves a large geographic area. Driving conditions may vary in different locations. If the College is open and you decide it is unsafe to travel, you must contact your instructor directly. If you will miss a test or major assignment, faculty may consider alternate arrangements if you have maintained consistent attendance and if you are up-to-date with your assignments. It is your responsibility to contact the faculty member.

If weather-related closings cause students to miss the equivalent of more than one week of class meetings, a make-up day may be scheduled. Faculty will notify students of any necessary make-up days.

All Programs

Accounting Assistant, SD

Overview

Program Title
Accounting Assistant, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Features

Northampton also offers two specialized diplomas in Accounting: the Accounting Specialized Diploma and the Accounting Assistant Specialized Diploma. Both can be completed in the day or evening.

The Accounting Assistant Specialized Diploma is a good choice for students who would like to begin working quickly in support positions in accounting firms or in other related areas of business. The 18-credit diploma includes introductory accounting classes as well as training on computers.

Contact the Admissions Office at 610.861.5500 for further information.

Course Sequence

Course Sequence Name
Accounting Assistant, Specialized Diploma
Total Course Sequence Credits
18

Year	Semester	Credits
Year 1	First Semester	9

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 1	Second Semester	9

Requirement Select
- ACCT 151 - Financial Accounting II

Credits 3

Requirement Select
- ACCT 160 - Accounting Applications

Credits 3

Requirement Select
- BUSA 211 - Personal Finance

Credits 3

Accounting, AAS

Overview

Program Title
Accounting, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Features

On its own, Northampton's associate's degree will qualify you for a range of employment opportunities, including entry-level accounting, bookkeeping, accounts payable/receivable and more. If your plan is to pursue a career as a Certified Public Accountant (CPA), an associate's degree from Northampton is an affordable way to start down the path toward the required bachelor's degree.

The AAS degree program can be conveniently completed in the day or evening, on a full- or part-time basis. The program can also be completed online.

Course Sequence

Course Sequence Name
Course Sequence - Accounting, Associate in Applied Science
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Mathematics Elective (QL) for Accounting, AAS

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ACCT 151 - Financial Accounting II

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Business Elective for Accounting, AAS

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- ACCT 201 - Intermediate Accounting I

Credits 4

Requirement Select
- ACCT 202 - Managerial Accounting

Credits 3

Requirement Select
- ECON 201 - Macroeconomics

Credits 3

Requirement Select
- CISC 104 - Information Systems

Credits 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- ACCT 220 - Income Tax Accounting

Credits 3

Requirement Select
- BUSA 201 - Business Statistics I

Credits 4

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- Accounting Electives for Accounting major

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

Mathematics Elective options: MATH140 Applied College Algebra, MATH145 Trigonometry, MATH160 Pre-Calculus, MATH165 Applied Calculus, MATH175 Calculus I with Review (Part 1), MATH176 Calculus I with Review (Part 2), MATH180 Calculus I, MATH181 Calculus II

For the General Education Elective, students must take a course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT) or Social Science: Scientific Study of Human Behavior (SSHB).

Business Elective options: BUSA101 Introduction to Business, BUSA115 Intro to International Business, BUSA137 Principles of Selling, BUSA232 Principles of Marketing, BUSA202 Business Law II, BUSA205 Management Fundamentals, BUSA226 Human Resources Management, BUSA235 Principles of Advertising & Public Relations

Accounting Elective options: ACCT160 Accounting Applications, ACCT205 Cost Accounting, ACCT251 Intermediate Accounting II, ACCT255 Principles of Auditing, BUSA211 Personal Finance

Completion of ENGL151L English II satisfies the Diversity and Global Awareness (D) requirement.

BUSA221G Business Communications satisfies the Writing Intensive (WI) requirement for this program.

NOTE: Students will be required to use spreadsheets in their upper level accounting courses. Thus, it is highly recommended that students complete CISC101 Introduction to Information Technology before enrolling in any sophomore accounting courses.

Accounting, SD

Overview

Program Title
Accounting, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Features

Northampton also offers two specialized diplomas in Accounting: the Accounting Specialized Diploma and the Accounting Assistant Specialized Diploma. Both can be completed in the day or evening.

The Accounting Specialized Diploma is intended for students who may already have a college degree but who wish to acquire accounting skills or begin taking steps toward achieving the CPA. To learn more about the requirements of reaching CPA licensure, you can visit PICPA.org.

Contact the Admissions Office at 610.861.5500 for further information.

Course Sequence

Course Sequence Name
Course Sequence - Accounting, Specialized Diploma
Total Course Sequence Credits
31

Year	Semester	Credits
Year 1	First Semester	6

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	9

Requirement Select
- ACCT 151 - Financial Accounting II

Credits 3

Requirement Select
- ACCT 202 - Managerial Accounting

Credits 3

Requirement Select
- BUSA 202 - Business Law II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	7

Requirement Select
- ACCT 201 - Intermediate Accounting I

Credits 4

Requirement Select
- ACCT 205 - Cost Accounting

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	9

Requirement Select
- ACCT 251 - Intermediate Accounting II

Credits 3

Requirement Select
- ACCT 220 - Income Tax Accounting

Credits 3

Requirement Select
- ACCT 255 - Principles of Auditing

Credits 3

Architecture, AAS

Overview

Program Title
Architecture, AAS

Credential Type
Associate in Applied Science

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Architects and architectural technicians shape the built environment, creating homes, offices, schools and much more. Do you have a passion for creating on paper and with computers? A career in architecture or architecture-related fields could be a satisfying and rewarding profession. An associate's degree in Architecture from Northampton provides an affordable foundation for a traditional five-year degree program leading to a career as a licensed architect. It can also prepare you for work in the field upon graduation.

Northampton's program offers a mixture of academic, design and advanced computer technology coursework. You will receive a base of knowledge to broaden your perspective of the world. Our four semester design studio sequence emphasizes skills development in architectural conceptualization as well as design vocabulary and process. Supporting coursework in history, graphics and building technology mesh with your studio work to enhance your critical thinking, problem solving and communication skills. With computer technology dramatically changing the practice of architecture, Northampton's curriculum strives to stay on the leading edge of 2D and 3D technology across the curriculum. We also balance those technologies with traditional graphic and model making skills development.

Please note that senior architecture schools consider applicants from Northampton on an individual basis and have traditionally granted both full and partial credit depending on the abilities of the student and the requirements of the transfer school.

Features

Northampton's program is a member of the Association of Collegiate Schools of Architecture, ensuring that the program is current with movements in the field. Our faculty consists of practicing, registered architects who, as members of the American Institute of Architects (AIA), are on top of developments in both architectural education and practice.

The Architecture Department has an active chapter of the American Institute of Architecture Students (AIAS), which provides our students with leadership opportunities at the local and national level. The AIAS also offers social activities and field trips that enhance your architecture studies.

Opportunities for practical experience include a five-credit community design studio taking place in a community-wide environment. This capstone project gives students hands-on experience in the field. In addition, students who qualify may choose to complete a three credit professional internship and apply their practical office experience to their education for credit. Students will work under the direction of an employer with a professional degree in architecture. Arrangements will be made through the architecture department. Both the community design and internship learning experiences are of great value when the graduate either enters the profession or transfers to a Bachelor degree program.

"Real World Community Learning"

Northampton's architecture program offers a 5 credit capstone community design studio which takes place in a community wide environment giving you "hands-on" learning opportunities.

Professional Internship

Students who qualify may choose the option of a three credit professional internship and apply their practical office experience to their education for credit. Students will work under the direction of an employer with a professional degree in architecture. Arrangements will be made through the architecture department. Both the community design and internship learning experiences will prove to be of great value when the graduate either enters the profession or transfers to a Bachelor's degree program.

Course Scheduling

Courses are scheduled both day and evening for students who want to attend full time or part time. Although many of the required courses are offered in the evening, the complete program will require some daytime attendance.

Career Potential: Leading to: Architect, Architectural Technician, Building Inspector, Architectural/Building Sales

NCC students have transferred to: Drexel University, Florida Atlantic University, Lehigh University, Penn State University, Temple University, University of Arizona, University of Maryland, University of Miami, University of Michigan

Learning Outcomes

Learning Outcomes

1. Use abstract design ideas to interpret design information while investigating alternative outcomes based on research and analysis.

2. Use a diverse range of media to think about and convey architectural ideas including writing, speaking, drawing and model making (both hand and digital media).

3. Gather, access, record and comparatively evaluate relevant design information as part of the process of investigation.

4. Examine and comprehend history and precedent and make informed choices regarding the incorporation of same into architecture and urban design projects.

5. Identify parallel and divergent ideas and traditions of architecture and urban design influenced by the social, cultural, historical and philosophical determinants of a global society.

6. Comprehend the technical aspects of design, systems, materials and principles of building structure and be able to apply that comprehension to architectural solutions.

7. Respond to site characteristics including zoning, topography, vegetation and watershed in architecture and urban design projects.

8. Prepare drawings and models illustrating and identifying the assembly of materials, systems and components for building design and structure.These program outcomes are based on:2014 Conditions for Accreditation of the National Architectural Accrediting BoardPart (II) - Section 1 - Student Performance - Educational Realms & Student Performance CriteriaRealm A: Critical Thinking and RepresentationRealm B : Integrated Building Practices, Technical Skills and KnowledgeBased on: "Teaching for Learning, Teaching and Assessing: A Revision of Bloom's Taxonomy of Educational Objectives."

Admissions Requirements

Course Sequence

Course Sequence Name
Architecture, Associate in Applied Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARCH 100 - Architecture History I - Antiquity to 1870

Credits 3

Requirement Select
- ARCH 101 - Architectural Graphics I

Credits 3

Requirement Select
- ARCH 110 - Architecture Design Studio I

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ARCH 121 - Architectural Graphics II

Credits 3

Requirement Select
- ARCH 150 - Architecture Design Studio II (Digital)

Credits 3

Requirement Select
- ARCH 155 - Architecture History II - 1870 to Present

Credits 3

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- MATH 145 - Trigonometry

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- ARCH 204 - Design and Analysis of Structural Form

Credits 3

Requirement Select
- ARCH 210 - Architecture Design Studio III

Credits 5

Requirement Select
- ARCH 214 - Architecture Materials and Methods of Construction I

Credits 3

Requirement Select
- ARCH 265 - Digital Production Drawing

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	14

Requirement Select
- ARCH 250 - Architecture Design Studio IV

Credits 5

Requirement Select
- ARCH 254 - Architecture Materials and Methods of Construction II

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Requirement Select
- ARCH 215 - Advanced Digital Analysis

Credits 3

Program of Study Notes

- ARCH200 Architecture Internship offered Fall, Spring, Summer 1 and Summer 2 semesters. Please see advisor.
- Students have a choice of ENGL151 English II (Literature option), ENGL151R English II (Report Writing) or ENGL151T English II (Technical Writing). Contact your advisor for guidance.
- For the General Education Elective, students must select one course from the list of approved courses in one of the following categories: Social Science: Societies and Institutions over Time (SIT) or Social Science: Scientific Study of Human Behavior (SSHB).
- Completion of ENGL151 English II satisfies the Diversity and Global Awareness (D) requirement for this program.
- Completion of both ARCH210 Architecture Design Studio III and ARCH250 Architecture Design Studio IV satisfies the Writing Intensive (WI) requirement for this program.
- Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

Automotive Technology, SD

Overview

Program Title
Automotive Technology, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups, displaying the ability to work independently & collaboratively for observation, integrative, and synthetic skills.

2. Diagnose and repair mechanical systems of automotive engines; automatic transmissions and transaxles; manual drive trains and axles; suspension and steering systems; braking systems; electrical and electronic systems; heating and air conditioning systems.

3. Exhibit logical thinking throughout essential areas of automotive diagnostics, using published technical information to repair a vehicle while meeting the manufacturer's specifications.

4. Demonstrate competence in the use of general tools and equipment.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data-gathering skills.

Admissions Requirements

Admissions Requirements

Requirements:

- Valid driver's license

Course Sequence

Course Sequence Name
Automotive Technology, Specialized Diploma
Total Course Sequence Credits
31

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- AUTO 101 - Automotive Engines
  OR
- ASEP 101 - General Motors Engines
  OR
- AUTC 101 - Chrysler Engines

Credits 4

Requirement Select
- AUTO 103 - Automotive Brakes
  OR
- ASEP 103 - General Motors Brakes
  OR
- AUTC 103 - Chrysler Brakes

Credits 3

Requirement Select
- AUTO 104 - Automotive Suspension and Alignment
  OR
- ASEP 104 - General Motors Suspension and Alignment
  OR
- AUTC 104 - Chrysler Suspension and Alignment

Credits 3

Requirement Select
- AUTO 105 - Automotive Electrical Systems
  OR
- ASEP 105 - General Motors Electrical Systems
  OR
- AUTC 105 - Chrysler Electrical Systems

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- AUTO 110 - Introduction to Hybrid and Electric Vehicles

Credits 1

Requirement Select
- AUTO 121 - Automotive Air Conditioning and Heating Systems
  OR
- ASEP 121 - General Motors Air Conditioning and Heating Systems
  OR
- AUTC 121 - Chrysler Air Conditioning and Heat Systems

Credits 3

Requirement Select

- AUTO 125 - Advanced Automotive Electronic Systems

OR

- ASEP 125 - Advanced General Motors Electronic Systems

OR

- AUTC 125 - Advanced Chrysler Electronic System

Credits 3

Requirement Select

- AUTO 145 - Winter Practicum I

Credits 2

Requirement Select

- MATH 103 - Technical Mathematics

Credits 3

Requirement Select

- AUTC 225 - Chrysler Mechanical Drive Train Systems

OR

- ASEP 225 - General Motors Mechanical Drive Train System

Credits 4

Requirement Select

- AUTO 106 - PA Safety Inspection Certificate

Credits 1

Automotive Technology-ASE Technicians, AAS

Overview

Program Title

Automotive Technology-ASE Technicians, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

ASE certified technicians (A1 - A8 + L1) now have a convenient and faster option for earning an associate's degree. Northampton's Automotive Technology Online program is designed for Master ASE technicians looking to advance or change their careers. If you have the qualifications, you can receive 44 credits toward your degree from your ASE certifications. The remaining 24 credits may be taken through Northampton's Online Learning division.

Learning Outcomes

Learning Outcomes

1. Have the ability to demonstrate a positive attitude toward the efficacy of professionalism in the work in the work place.

2. Diagnose and repair mechanical systems of automotive engines; automatic tansmissions and transaxles; manual drive trains and axles; suspension and steering systems; braking systems; electrical and electronic systems; heating and air conditioning systems; and engine performance systems.

3. Exhibit logical thinking throughout essential areas of automotive diagnostics, using published technical information to repair a vehicle while meeting manufacturer's specifications.

4. Demonstrate competence in the use of general and highly specialized tools and equipment.

5. Demonstrate the ability to communicate effectively on both technical and lay levels.

Admissions Requirements

Admissions Requirements

Requirements:

- Valid driver's license
- Demonstrate current ASE certifications by having ASE send your transcript directly to the college. You may also gain credit for AUTO224 Advanced Automotive Studies by submitting proof of OEM or aftermarket training equaling 45 to 60 hours of training.

Course Sequence

Course Sequence Name
Course Sequence - Automotive Technology Degree for ASE Certified Technicians, Associate in Applied Science
Total Course Sequence Credits
68

Year	Semester	Credits
Year 1	Required Courses	68

Requirement Select
- AUTO - Courses taken through ASE Certification (Generic)

Credits 33

Requirement Select
- AUTO - Courses given for 2 years work experience (Generic)

Credits 8

Requirement Select
- AUTO - Courses given for 45-60 hours OEM or non OEM training (Generic)

Credits 3

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- GEOG 121 - Environmental Sustainability

Credits 3

Requirement Select
- HUMA 121 - American Work Experience

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Program of Study Notes

- Completion of BUSA221G Business Communications satisfies the Writing Intensive (WI) requirement for this program.
- Computer competencies are included in various courses in this program; thus, completing the program automatically satisfies the computing requirement for this program.

Automotive Technology, AAS

Overview

Program Title
Automotive Technology, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups, displaying the ability to work independently & collaboratively for observation, integrative, and synthetic skills.

2. Diagnose and repair mechanical systems of automotive engines; automatic transmissions and transaxles; manual drive trains and axles; suspension and steering systems; braking systems; electrical and electronic systems; heating and air conditioning systems; and engine performance systems.

3. Exhibit logical thinking throughout essential areas of automotive diagnostics, using published technical information to repair a vehicle while meeting the manufacturer's specifications.

4. Demonstrate competence in the use of general and highly specialized tools and equipment.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data-gathering skills.

Admissions Requirements

Admissions Requirements

Requirements:

- Valid driver's license

Course Sequence

Course Sequence Name
Automotive Technology, AAS
Total Course Sequence Credits
72

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- AUTO 101 - Automotive Engines
  OR
- ASEP 101 - General Motors Engines
  OR
- AUTC 101 - Chrysler Engines

Credits 4

Requirement Select
- AUTO 103 - Automotive Brakes
  OR
- ASEP 103 - General Motors Brakes
  OR
- AUTC 103 - Chrysler Brakes

Credits 3

Requirement Select
- AUTO 104 - Automotive Suspension and Alignment
  OR
- ASEP 104 - General Motors Suspension and Alignment
  OR
- AUTC 104 - Chrysler Suspension and Alignment

Credits 3

Requirement Select
- AUTO 105 - Automotive Electrical Systems
  OR
- ASEP 105 - General Motors Electrical Systems
  OR
- AUTC 105 - Chrysler Electrical Systems

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- AUTO 145 - Winter Practicum I

Credits 2

Requirement Select
- AUTO 121 - Automotive Air Conditioning and Heating Systems
  OR
- ASEP 121 - General Motors Air Conditioning and Heating Systems
  OR
- AUTC 121 - Chrysler Air Conditioning and Heat Systems

Credits 3

Requirement Select
- AUTO 125 - Advanced Automotive Electronic Systems
  OR
- ASEP 125 - Advanced General Motors Electronic Systems
  OR
- AUTC 125 - Advanced Chrysler Electronic System

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- AUTO 106 - PA Safety Inspection Certificate

Credits 1

Year	Semester	Credits
Year 1	Summer	4

Requirement Select
- AUTO 175 - Summer Practicum

Credits 4

Year	Semester	Credits
Year 2	Third Semester	18

Requirement Select
- AUTO 203G - Automotive Shop Management Practices

Credits 3

Requirement Select
- AUTO 211 - Automotive Fuel and Emission Systems
  OR
- ASEP 211 - General Motors Fuel and Emission Systems
  OR
- AUTC 211 - Chrysler Fuel and Emission Systems

Credits 3

Requirement Select
- AUTO 221 - Advanced Engine Performance
  OR
- ASEP 221 - Advanced General Motors Engine Performance
  OR
- AUTC 221 - Advanced Chrysler Engine Performance

Credits 3

Requirement Select
- AUTO 224 - Advanced Automotive Studies
  OR
- ASEP 224 - Advanced General Motors Automotive Studies
  OR
- AUTC 224 - Advanced Chrysler Automotive Studies

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	18

Requirement Select
- AUTO 245 - Winter Practicum II

Credits 2

Requirement Select
- AUTO 225 - Mechanical Drive Train Systems
  OR
- ASEP 225 - General Motors Mechanical Drive Train System
  OR
- AUTC 225 - Chrysler Mechanical Drive Train Systems

Credits 4

Requirement Select
- AUTO 226 - Automatic Transmission Systems
  OR
- ASEP 226 - General Motors Automatic Transmission System
  OR
- AUTC 226 - Chrysler Automatc Transmissn Systems

Credits 4

Requirement Select
- AUTO 230 - Hybrid and Electric Vehicles

Credits 2

Requirement Select
- GEOG 121 - Environmental Sustainability

Credits 3

Requirement Select
- HUMA 121 - American Work Experience

Credits 3

Program of Study Notes

ASEP are GM-specific courses and AUTC are Chrysler-specific courses.

Completion of AUTO203G Auto Shop Mgmt Practices satisfies the Writing Intensive (WI) requirement for this program.

Computer competencies are included in various courses in this program; thus, completing the program automatically satisfies the computing requirement for this program.

Recommended additional non-credit course: Welding for Auto Techs.

Baking and Pastry, SD

Overview

Program Title

Baking and Pastry, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Baking and Pastry students will garner the skills and knowledge to create, prepare and attractively present a variety of desserts, breads and rolls. Students in this Specialized Diploma program have the opportunity to receive practical training in a modern commercial kitchen. During this two semester full-time program, students will be prepared for entry-level positions in the baking and pastry industry.

Features

NCC continues to raise the bar in baking and pastry excellence by combining hands-on experiences with quality faculty instruction. Through use of traditional and specialty recipes, students will produce a variety of desserts, bread-based products, pastries, and sweets. Students should expect to progress from entry-level skills to advanced techniques in both classical and modern baking and pastry applications.

This full-time evening program will allow students to take four accelerated baking courses over the course of a semester. Fall and Spring 14 week classes run Tuesday, Wednesday, Thursday, and Friday evenings.

Requirements

Attend the Baking & Pastry Orientation on the first day of class.

Career Potential

- Pastry Cook
- Baker
- Wedding Cake Designer
- Assistant Pastry Chef
- Bakers Assistant
- Bakery or Pastisserie Owner/Operator

Learning Outcomes

Learning Outcomes

1. Students will explain and apply baking and pastry fundamentals, terminology, and theoretical principles, and identify career opportunities in the baking and pastry industry.

2. Students will select appropriate ingredients and methods to produce a variety of breads, baked goods, and desserts.

3. Students will apply industry standard techniques to create and evaluate fundamental and contemporary baked goods and desserts.

4. Students will demonstrate proper safety, sanitation, and equipment operation procedures in accordance with industry standards.

5. Students will apply basic math skills to perform recipe conversions, costing, and scaling for baking and pastry production.

6. Students will demonstrate professionalism, effective communication, and respect for diversity in individual and team settings within the baking and pastry industry.

Admissions Requirements

Admissions Requirements

Post-Admissions:

Immunizations for Hepatitis A and Hepatitis B are required for all Baking and Pastry Students.

Students must successfully pass the ServSafe Manager Exam in BAKE101 in order to progress in the Baking and Pastry Program.

Course Sequence

Course Sequence Name
Course Sequence - Baking and Pastry Specialized Diploma
Total Course Sequence Credits
25

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BAKE 101 - Baking and Pastry Fundamentals

Credits 3

Requirement Select
- BAKE 110 - Introduction to Baking and Pastry

Credits 3

Requirement Select
- BAKE 125 - Introduction to Culinary Arts

Credits 3

Requirement Select
- BAKE 135 - Artisan Breads and Rolls

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- BAKE 150 - Advanced Baking and Pastry Techniques

Credits 3

Requirement Select
- BAKE 155 - Classic Cakes and Tortes

Credits 3

Requirement Select
- BAKE 160 - Cookies and Petite Desserts

Credits 3

Requirement Select
- BAKE 265 - Plated Desserts

Credits 3

Program of Study Notes

- Must have current ServSafe Manager's Certification before enrolling in BAKE110 Intro to Baking and Pastry, BAKE125 Introduction to Culinary Arts, BAKE135 Artisan Breads and Rolls, BAKE150 Advanced Baking and Pastry Techniques, BAKE155 Classic Cakes and Tortes, BAKE160 Cookies and Petite Desserts and BAKE265 Plated Desserts

Biological Science, AS

Overview

Program Title
Biological Science, AS

Credential Type
Associate in Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative
Are you interested in pursuing a bachelor's degree in Biological Science? Are your career goals in the areas of medicine or scientific research? Northampton's Biological Science program is an affordable way to start. With a curriculum that parallels the first two years of most four-year programs, NCC can save you thousands of dollars on your undergraduate degree.

NCC's program can be customized to prepare you for the range of majors and fields that are based in biological sciences, including environmental sciences, genetics, molecular biology and more. By working closely with an advisor, you can choose the right electives, and stay on track with the requirements of the transfer college of your choice.

Features
Northampton has dual admissions agreements with a variety of colleges. These arrangements enable you to have admission to Northampton and the four-year institution you select. You will receive close advising, and, based on your performance, our agreements guarantee your easy transfer of credits. NCC also offers a transfer agreement with schools that belong to the Pennsylvania State System of Higher Education (PASSHE), Pennsylvania State University-Berks/ Lehigh Valley and State University of New York-College of Environmental Sciences and Forestry.

Requirements
We expect you to have an adequate background in English, chemistry and algebra. If you need to develop this background, you may take the necessary preparatory classes prior to, or during your first semester.

Notes
Please note that General Ecology, Environmental Biology, Microbiology and Genetics are each offered once per academic year at both the Bethlehem and Monroe campuses. Organic Chemistry I is only offered in the Fall semester and Organic Chemistry II is only offered in the Spring semester at the Bethlehem campus

Career Potential: Leading to transfer degrees for careers in: Research, Teaching, Medicine, Forestry Management, Biotechnology, Pharmaceutical Technology, Environmental Studies, Veterinary Medicine

NCC students have transferred to: Cedar Crest College, East Stroudsburg University Florida Institute of Technology, Kutztown University, Millersville University, Moravian College Pennsylvania State University, Rochester Institute of Technology, Temple University, University of Colorado, West Chester University, Many others nationwide

Learning Outcomes

Learning Outcomes

1. Understand fundamental concepts of Biology, which characterize the various life science fields including Botany, Environmental Science, Genetics, Cellular and Molecular Biology and Zoology

2. Demonstrate oral and written communication skills necessary for sharing discipline-specific knowledge and communicating professionally.

3. Conduct scientific inquiry and research on biological science topics as they relate to science, technology and society.

4. Proficiently function in laboratory and field settings, using modern scientific instrumentation, including microscopes, measuring devices, and computer technology.

5. Demonstrate understanding of the fundamentals of lab safety, to ensure both personal and environmental safety.

6. Understand the use of the scientific method, interpretation of scientific data, and scientific literature.

7. Be prepared to transfer to a four-year Bachelor's Program or a pre-med, pre-vet, or other pre-professional program.

Course Sequence

Course Sequence Name
Course Sequence - Biological Science, Associate in Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 107 - Introduction to Biology I

Credits 4

Requirement Select
- CHEM 120 - General Chemistry I

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Math Elective for Biological Science

Credits 4

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- BIOS 150 - Biology II

Credits 4

Requirement Select
- CHEM 220 - General Chemistry II

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- Math Elective for Biological Science

Credits 4

Year	Semester	Credits
Year 2	Third Semester	14

Requirement Select
- Biology Elective for Biological Science, AS

Credits 4

Requirement Select
- CHEM 201G - Organic Chemistry I

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17

Requirement Select
- Biology Elective for Biological Science, AS

Credits 4

Requirement Select
- CHEM 251 - Organic Chemistry II

Credits 4

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

OR
- PSYC 103G - Introduction to Psychology

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 3

Program of Study Notes

- Math Electives: Depending on placement and eligibility, students must take two from the following: MATH156 STEM College Algebra, MATH160 Pre-Calculus, MATH180 Calculus I, MATH181 Calculus II, MATH210 Calculus III, MATH211 Differential Equations. To ensure transfer, electives should be selected to meet the requirements of the appropriate transfer institution
- Students must take two General Education Electives in each of the following categories: Social Science: Societies and Institutions over Time (SIT); Arts & Humanities (AH)
- Completion of CHEM201G Organic Chemistry I satisfies the program-related Writing Intensive (WI) requirement. In addition, one Elective course must be taken in a Writing Intensive (WI) section.
- Biology Electives: Students are required to take two of four Biology courses of BIOS206 General Ecology, BIOS210 Environmental Biology, BIOS240 Microbiology, or BIOS260 Genetics. For students with a Human Health Intent, BIOS240 Microbiology and BIOS260 Genetics are recommended. For students with an Integrative Biology intent, BIOS260 Genetics and either BIOS206 General Ecology or BIOS210 Environmental Biology are recommended
- One course must be designated Diversity and Global Awareness (D).
- Computer competencies are included in various program courses. Thus, completing the program automatically satisfies the computing requirement for this program.

Business Management, AAS

Overview

Program Title
Business Management, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

If you're ready to get started, Northampton's Business Management program will prepare you for a career in business, government or non-profit organizations. This program is designed for those looking to enter the business world upon graduation rather than transferring to a four-year institution. Our program emphasizes the practical applications of business studies. (For those interested in pursuing a four-year degree, we recommend our Business Administration degree.) The program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

Features

The program offers a strong foundation of common core course work on which to build your managerial skills. You'll also complete a capstone experience called the International Business Practice Firm, a virtual business in a state-of-the-art facility. Through this experience, you will perform various business functions (i.e., Accounting, Human Resources, Marketing/Sales, and Purchasing/Inventory Control) as the firm transacts business with students in other simulated companies in the U.S. and in other countries. This hands-on experience gives you marketable employment skills and insight into the global market economy. The International Business Practice Firm also enhances critical thinking, problem solving and communication skills.

Our Business Management associate's degree program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). As you near graduation, your instructors and the professionals in Northampton's Career Services Office can help you find employment in your area of interest.

Requirements

The Business Management Program contains provisions for three credits of free electives in addition to the General Education electives. This program can be completed in the day or evening, on a full-time or part-time basis. Traditional day students must take Principles of Marketing (BUSA232 Principles of Marketing) and Human Resource Management (BUSA226 Human Resources Management) in a fall semester; Management Fundamentals (BUSA205 Management Fundamentals) is to be taken in a spring semester.

Contact the Admissions Office at 610-861-5500 for further information.

Career Potential: Self-Employment, Management Trainee, Entry-level Positions, leading to Corporate Management, Sales Management.

Learning Outcomes

Learning Outcomes

1. Demonstrate strong written and verbal communication skills necessary to work effectively with people in the business field.

2. Explain and apply general business concepts in the areas of accounting/ finance, economics, management, and marketing.

3. Demonstrate proficiency in current office and web based information systems technology.

4. Discuss ethical, moral, and legal issues associated with the professional working environment and be able to apply ethical concepts in business-like situations.

5. Identify and implement team based skills in completing everyday business tasks through participation in departmental teams in a virtual enterprise capstone experience.

Course Sequence

Course Sequence Name
Business Management, Associate in Applied Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

OR
- MATH 150 - Introductory Statistics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- CISC 104 - Information Systems

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ACCT 160 - Accounting Applications

OR
- ACCT 202 - Managerial Accounting

Credits 3

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- ECON 201 - Macroeconomics

Credits 3

Requirement Select
- General Education Elective (AH or SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- BUSA 260 - International Business Practice Firm

Credits 3

Requirement Select
- Business Elective for Business Management, AAS

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

- Students should take MATH140 Applied College Algebra **if they are considering transfer to a 4-year institution.**
- Students should take ACCT202 Managerial Accounting **if they are considering transfer to a 4-year institution.**
- BUSA221G Business Communications **is designated as the Writing Intensive requirement.**
- ENGL151L English II **is designated as the Diversity and Global Awareness (D) requirement**
- Students need to take 9 credits in at least two of the fields listed: AH, SIT, SSHB. ECON201 Macroeconomics **fulfills 3 credits of this requirement as an SSHB.**
- Business Elective options: BUSA115 Intro to International Business, BUSA137 Principles of Selling, BUSA141 Entrepreneurship, BUSA201 Business Statistics I, BUSA202 Business Law II, BUSA211 Personal Finance, and BUSA235 Principles of Advertising & Public Relations

Business Management, SD

Overview

Program Title
Business Management, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	UG

The Business Administration Specialized Diploma is a workforce-oriented credential designed to develop applied competency in selected core business functions including accounting, management, marketing, and human resources. The program provides foundational business knowledge that supports functional readiness in organizational settings. Depending on course selection, students develop competency in either financial accounting concepts or human resource management practices, while also applying management and marketing principles and recognizing ethical and legal considerations in business environments.

The diploma serves as a streamlined pathway within the School of Business and Industry and supports stackable progression into associate-level business degrees for students who choose to continue their education.

Learning Outcomes

Learning Outcomes

Demonstrate foundational understanding of accounting concepts and financial information used in routine business decisions.

Identify basic economic concepts and describe how supply, demand, and consumer behavior influence business decisions.

Apply fundamental management principles to common organizational situations.

Apply general marketing principles in support of basic marketing and business activities.

Recognize ethical, social, and legal considerations in business operations.

Admissions Requirements

No Requirements

Course Sequence

Course Sequence Name
Business Management, SD
Total Course Sequence Credits
16

Year	Semester	Credits
Year 1	First Semester	7

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Year	Semester	Credits
Year 1	Second Semester	9

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- BUSA 226 - Human Resources Management

OR
- ACCT 101 - Financial Accounting I

Credits 3

Business Administration, AA

Overview

Program Title
Business Administration, AA

Credential Type
Associate in Arts

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative
For practical, business-minded students, Northampton is a great way to save money while getting the first two years of a degree completed. Our Business Administration program prepares you for transfer into a four-year institution in the fields of accounting, business, economics, finance, marketing, and business administration. The program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

By working closely with an advisor, you can carefully select your courses and ensure that all of your credits will transfer and be applicable to your ultimate degree goals. We also recommend that you refer often to the catalog of the college or university to which you plan to transfer.

Features
NCC's Business Administration program offers a balanced mix of liberal arts and specialized courses. Classes in accounting, business law, economics and statistics provide the foundation you'll need as you advance in the business world.

This program can be completed in the day or evening, on a full-time or part-time basis. If you are entering the Business Administration or Business Management degree programs in the evening, you can generally take most required courses during any semester, if you have the prerequisites. A few courses are not offered in the evening every semester so it's important to develop your schedule accordingly to avoid any delay in graduation.

Contact the Admissions Office at 610-861-5500 for further information.

The AS in Business Administration prepares you for these other areas of concentration: Accounting, Marketing, Management, Human Resource Management, Business Communications, Economics, leading to positions in Corporate and Small Business Management.

NCC students have transferred to: Bloomsburg University, DeSales University, East Stroudsburg University, Kutztown University, Moravian College, Pennsylvania State University, Temple University, West Chester University

Learning Outcomes

Learning Outcomes

Analyze accounting data and information for decision making.

Explain and apply economic principles to analyze consumer buying behavior, compare and contrast market systems, firm decision-making, and the economic effects of economic policy.

Analyze and apply management theory and practices across organizational contexts within a global business environment.

Demonstrate an understanding of general marketing principles and strategy.

Analyze business decisions using ethical, social, and legal standards.

Course Sequence

Course Sequence Name
Business Administration, Associate in Arts
Total Course Sequence Credits
63

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- MATH 165 - Applied Calculus

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- ACCT 151 - Financial Accounting II

Credits 3

Requirement Select
- BUSA 201 - Business Statistics I

Credits 4

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- ECON 201 - Macroeconomics

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- ACCT 202 - Managerial Accounting

Credits 3

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- ECON 251G - Microeconomics

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Program of Study Notes

- Completion of ECON251G Microeconomics satisfies the program-related Writing Intensive (WI) requirement. In addition, one General Education Elective must be taken in a Writing Intensive (WI) section.
- Completion of ENGL151L English II satisfies the Diversity and Global Awareness (D) requirement.
- For the General Education Electives, students must select courses so that at least two of the following categories are represented: Arts & Humanities (AH); Social Sciences: (SIT or SSHB)

Computer Aided Design, Certificate

Overview

Program Title
Computer Aided Design, Certificate

Credential Type
Certificate

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups, displaying the ability to work independently & collaboratively for observation, integrative, and synthetic skills.

2. Exhibit proficient computer, 2D drafting, and intermediate 3D modeling and design skills in using several current industry standard CAD software such as but not limited to AutoCAD, Inventor, and/or Solidworks to create mechanical designs for product parts, assemblies, and models, applying appropriate drafting standards, dimensioning and tolerancing for same.

3. Applies 3D parametric modeling techniques to create a digital prototype of the project and uses rapid prototyping or similar technology to create a physical prototype of the design.

4. Utilize analysis tools included in the CAD software to perform simple analysis of parts and dynamic motion analysis of assemblies to detect interferences of assembled parts.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data-gathering skills.

Course Sequence

Course Sequence Name
Course Sequence - Computer Aided Design, Certificate
Total Course Sequence Credits
43

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Requirement Select
- CADM 115 - Computer Aided Design I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- CADM 205 - Computer Aided Design II

Credits 3

Requirement Select
- CADM 230 - Parametric Modeling-Inventor I

Credits 3

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 2	Third Semester	12

Requirement Select
- CADM 210 - Computer Aided Design III

Credits 3

Requirement Select
- CADM 220 - Parametric Modeling-SOLIDWORKS I

Credits 3

Requirement Select
- CADM 240 - Digital Manufacturing I

Credits 3

Requirement Select
- MATH 145 - Trigonometry

Credits 3

Computer Aided Design, AAS

Overview

Program Title
Computer Aided Design, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and apply interpersonal and technical skills to solve problems.

2. Exhibit proficient 2D drafting, 3D modeling, and computer skills in using several current industry standard CAD software such as but not limited to AutoCAD, Inventor and/or Solidworks to create mechanical designs for product parts, assemblies and models, applying appropriate drafting standards, dimensioning and tolerancing for same.

3. Applies 3D parametric modeling techniques to create a digital prototype of the project and use rapid prototyping or similar technology to create a physical prototype of the design.

4. Utilize analysis tools included in the CAD software perform simple analysis of parts, and dynamic motion analysis of assemblies to detect interferences of assembled parts.

5. Exhibits competent technical vocabulary, graphical techniques and knowledge applicable to a variety of engineering disciplines, including mechanical, electronics, architectural, civil and others.

6. Competently uses verbal and written presentation skills utilizing appropriate presentation tools (model, sketches, drawings, visual aids, etc.,) to convey design concept, product features, problems encountered and resolved, and features of a design.

7. Understanding of the basic design process, work breakdown structure (WBS), time management, project scheduling, analyzing and researching data in an acceptable and standardized manner as it relates to Engineering Design.

Course Sequence

Course Sequence Name
Course Sequence - Computer Aided Design (CAD), Associate in Applied Science
Total Course Sequence Credits

63

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Requirement Select
- CADM 115 - Computer Aided Design I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- CADM 205 - Computer Aided Design II

Credits 3

Requirement Select
- CADM 230 - Parametric Modeling-Inventor I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 151T - English II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- CADM 210 - Computer Aided Design III

Credits 3

Requirement Select
- CADM 220 - Parametric Modeling-SOLIDWORKS I

Credits 3

Requirement Select
- CADM 240 - Digital Manufacturing I

Credits 3

Requirement Select
- MATH 145 - Trigonometry

Credits 3

Requirement Select
- PHYS 101 - Physics I

Credits 4

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- CADM 235 - Revit Fundamentals

Credits 3

Requirement Select
- CADM 255 - Statics and Strength of Materials

Credits 4

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- General Education Elective (AH or SIT)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Program of Study Notes

Program of Study Notes

One course should be designated as Diversity and Global Awareness (D).

For the General Education Elective, students must select two courses: one from Arts & Humanities (AH) or Social Science: Society and Institutions over Time (SIT), and one from Social Science: Scientific Study of Human Behavior (SSHB).

One of the General Education Electives must be taken in a Writing Intensive (WI) section.

Child Development Associate, SD

Overview

Program Title
Child Development Associate, SD

Credential Type
Specialized Diploma

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview
The CDA is the nationally recognized credential awarded by the Council for Professional Recognition and provides entry into the early childhood profession. Students may choose from Infant/Toddler, Pre-K, or Family Child Care. Upon satisfactory completion of a CDA Specialized Diploma students receive the 120+ clocks hours and portfolio requirements necessary to apply to the Council for your assessment and receive 9 credits toward an Early Childhood Associate Degree. This program is offered on campus and online (eCDA). Check with an admission counselor before enrollment.

Course Sequence

Course Sequence Name
Child Development Associate (CDA), Specialized Diploma
Total Course Sequence Credits
9

Year	Semester	Credits
Year 1	Required Courses	9

Requirement Select
- EARL 101 - Introduction to Early Childhood

Credits 3

Requirement Select
- EARL 243 - Child and Family Connections

Credits 3

Requirement Select
- EARL 255 - Becoming a Professional in Early Childhood Education

Credits 3

Computer Aided Drafting Fundamentals, SD

Overview

Program Title
Computer Aided Drafting Fundamentals, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups, displaying the ability to work independently & collaboratively for observation, integrative, and synthetic skills.

2. Exhibit proficient computer, 2D drafting, and intermediate 3D modeling and design skills in using several current industry standard CAD software such as but not limited to AutoCAD, Inventor, and/or Solidworks to create mechanical designs for product parts, assemblies, and models, applying appropriate drafting standards, dimensioning and tolerancing for same.

3. Applies 3D parametric modeling techniques to create a digital prototype of the project and uses rapid prototyping or similar technology to create a physical prototype of the design.

4. Utilize analysis tools included in the CAD software to perform simple analysis of parts and dynamic motion analysis of assemblies to detect interferences of assembled parts.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data-gathering skills.

Course Sequence

Course Sequence Name
Course Sequence - Computer Aided Drafting Fundamentals, Specialized Diploma
Total Course Sequence Credits
31

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Requirement Select
- CADM 115 - Computer Aided Design I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 120 - Nature of Mathematics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- CADM 205 - Computer Aided Design II

Credits 3

Requirement Select
- CADM 230 - Parametric Modeling-Inventor I

Credits 3

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Program of Study Notes

If student is going to continue on to earn the Certificate or Associate in Applied Science, it is recommended to complete MATH140 Applied College Algebra instead of MATH120 Nature of Mathematics

Communication Design: New Media Option, AAS

Overview

Program Title

Communication Design: New Media Option, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

Communication design is a dynamic and growing profession in the media marketplace. Development in new Internet technology and capabilities, as well as the proliferation of PDAs, require people with interactive design skills and knowledge to create content for these new communication networks. The Communication Design program will assist you in developing the creative, conceptual and technical skills necessary to meet the challenge of digital, print, and social media marketplaces and will offer the opportunity to gain employment in the field, or to transfer to a four-year institution. You'll be prepared to work within the social networking world of Twitter and Facebook; you'll know how to launch ideas and apps through smart phones and tablets.

The program offers students an opportunity to select a 'specialized track' in their second year of studies - either Print/Web or New Media.

Hands-On Learning

Northampton's Communication Design program offers you a well-balanced education through classroom and computer lab learning experiences under the supervision of talented and experienced instructors, in the College's state-of-the-art facilities. This education will be critical when you enter the workforce or transfer to baccalaureate degree programs.

Who should apply for this program?

- High school graduates.
- College students.
- Individuals presently employed in the communications field seeking an opportunity to upgrade current skills and knowledge.
- Individuals considering a career change.

Job Opportunities

As a graduate of the Communication Design program you can expect to find employment as a graphic designer, computer graphics artist, free-lance designer, web designer, or new media designer with such employers as advertising agencies, graphic design studios, newspapers, publication companies, in-house corporate communication departments, to name a few.

Requirements

Applicants to the program should contact the Admissions Office at 610-861-5500 for general information on applying to the College. You can visit the Art Department web site for specific details on the Communication Design program and to view examples of student work. The URL is **http://art.northampton.edu**.

**Program course of studies offered only in the day.*

Career Potential: Assistant Art Director, Computer Graphic Artist, Newspaper/ Magazine layout, Package Design, Pre-Press Technician, Illustrator, Web Designer, Corporate Communications Designer

NCC Communication Design graduates have transferred to:

- Cedar Crest College

- Kutztown University
- Moravian College
- School of Visual (NYC)
- Pratt Institute (NYC)
- Tyler School of Art at Temple University (Philadelphia)
- University of the Arts (Philadelphia)
- Savannah College of Art and Design (Savannah, Georgia)
- Ringling College of Art and Design (Sarasota, Florida)
- Academy of Art University (San Francisco, CA)
- Rochester Institute of Technology (Rochester, NY)

Learning Outcomes

Learning Outcomes

1. Recognize and correctly use technical and aesthetic terminology of communication design.

2. Create work that exhibits proficiency in both design and technical aspects of new media including print, web, motion design, and video game design.

3. Analyze and apply design industry best practices and theories in ways that reflect current and historical cultural trends.

4. Apply basic principles and practices of marketing and advertising to the development and evaluation of communication design work.

5. Create a professional design portfolio (print and web) and cohesive professional identity kit.

6. Employ professional practices and workflows consistent with entry-level positions in communication design.

Course Sequence

Course Sequence Name
Communication Design: New Media Option, AAS
Total Course Sequence Credits
69.75

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- ARTA 107 - Drawing I

Credits 3

Requirement Select
- ARTA 111 - Principles of 2-D Design and Color

Credits 3

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16.75

Requirement Select
- ARTA 110 - Principles of 3-D Design

Credits 3

Requirement Select
- ARTA 124 - Drawing II

Credits 4.75

Requirement Select
- ARTA 130 - Web Design I

Credits 3

Requirement Select
- ARTA 180 - Digital Design and Typography I

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	18

Requirement Select
- ARTA 131 - Introduction to 3-D Computer Animation

Credits 3

Requirement Select
- ARTA 232 - User Interface Design

Credits 3

Requirement Select
- ARTA 281 - Digital Design and Typography II

Credits 3

Requirement Select
- ARTA 230 - Motion Graphics I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	18

Requirement Select
- ARTA 253 - Guerrilla Marketing Media

Credits 3

Requirement Select
- ARTA 236 - Interactive Design

Credits 3

Requirement Select
- ARTA 231 - Motion Graphics II

Credits 3

Requirement Select
- ARTA 285 - Portfolio Workshop

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Program of Study Notes

- Suggested Elective: ARTA240 Web Design II, ARTA282 Digital Photography
- One course should be designated as Diversity and Global Awareness (D)
- Students must take one Social Science Elective (SIT or SSHB) in a Writing Intensive (WI) section.
- Computer competencies and mathematics outcomes are included in various courses in this program. Thus, completing the program automatically satisfies the computing and mathematics requirements for this program.
- **NOTE: This program requires attendance of day classes and cannot be completed taking only evening classes.**

Communication Design: Print/Web Option, AAS

Overview

Program Title

Communication Design: Print/Web Option, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Narrative

Communication design is a dynamic and growing profession in the media marketplace. Development in new Internet technology and capabilities, as well as the proliferation of PDAs, require people with interactive design skills and knowledge to create content for these new communication networks. The Communication Design program will assist you in developing the creative, conceptual and technical skills necessary to meet the challenge of digital, print, and social media marketplaces and will offer the opportunity to gain employment in the field, or to transfer to a four-year institution. You'll be prepared to work within the social networking world of Twitter and Facebook; you'll know how to launch ideas and apps through smart phones and tablets.

The program offers students an opportunity to select a 'specialized track' in their second year of studies - either Print/Web or New Media.

Hands-On Learning

Northampton's Communication Design program offers you a well-balanced education through classroom and computer lab learning experiences under the supervision of talented and experienced instructors, in the College's state-of-the-art facilities. This education will be critical when you enter the workforce or transfer to baccalaureate degree programs.

Who should apply for this program?

• High school graduates.

• College students.

• Individuals presently employed in the communications field seeking an opportunity to upgrade current skills and knowledge.

• Individuals considering a career change.

Job Opportunities

As a graduate of the Communication Design program you can expect to find employment as a graphic designer, computer graphics artist, free-lance designer, web designer, or new media designer with such employers as advertising agencies, graphic design studios, newspapers, publication companies, in-house corporate communication departments, to name a few.

Requirements

Applicants to the program should contact the Admissions Office at 610-861-5500 for general information on applying to the College. You can visit the Art Department web site for specific details on the Communication Design program and to view examples of student work. The URL is http://art.northampton.edu.

*Program course of studies offered only in the day.

Career Potential: Assistant Art Director, Computer Graphic Artist, Newspaper/ Magazine layout, Package Design, Pre-Press Technician, Illustrator, Web Designer, Corporate Communications Designer

NCC Communication Design graduates have transferred to:

• Cedar Crest College

• Kuztown University

• Moravian College

• School of Visual (NYC)

• Pratt Institute (NYC)

• Tyler School of Art at Temple University (Philadelphia)

• University of the Arts (Philadelphia) • Savannah College of Art and Design (Savannah, Georgia)

• Ringling College of Art and Design (Sarasota, Florida)

• Academy of Art University (San Francisco, CA)

• Rochester Institute of Technology (Rochester, NY)

Learning Outcomes

Learning Outcomes

1. Recognize and use technical and aesthetic terminology of communication design.

2. Create work that exhibits proficiency in both design and technical aspects of new media including print, web, motion design, and video game design.

3. Demonstrate an understanding of the design industries' best-practices and theories that reflect current and historical cultural trends.

4. Understand basic principles and practices of marketing and advertising.

5. Create a professional design portfolio (hard copy and web) and professional identity kit.

6. Be prepared for an entry-level position in communication design.

Course Sequence

Course Sequence Name
Communication Design: Print/Web Option, AAS
Total Course Sequence Credits
66.75 - 67.75

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- ARTA 107 - Drawing I

Credits 3

Requirement Select
- ARTA 111 - Principles of 2-D Design and Color

Credits 3

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16.75

Requirement Select
- ARTA 110 - Principles of 3-D Design

Credits 3

Requirement Select
- ARTA 124 - Drawing II

Credits 4.75

Requirement Select
- ARTA 130 - Web Design I

Credits 3

Requirement Select
- ARTA 180 - Digital Design and Typography I

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ARTA 190 - Creative Designs

Credits 3

Requirement Select
- ARTA 232 - User Interface Design

Credits 3

Requirement Select
- ARTA 281 - Digital Design and Typography II

Credits 3

Requirement Select
- ARTA 240 - Web Design II

Credits 3

Requirement Select
- ARTA 282 - Digital Photography

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	18 - 19

Requirement Select
- ARTA 210 - Package Design

OR
- CISC 128 - Client-side Scripting

OR
- ARTA 208 - Mobile Development

Credits 3 - 4

Requirement Select
- ARTA 285 - Portfolio Workshop

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

- Suggested Elective: ARTA131 Intro to 3-D Computer Animation, ARTA164 Printmaking, ARTA236 Interactive Design, or ARTA 256
- One course should be designated as Diversity and Global Awareness (D).
- Students must take one Social Science Elective (SIT or SSHB) in a Writing Intensive (WI) section.

- Computer competencies and mathematics outcomes are included in various courses in this program. Thus, completing the program automatically satisfies the computing and mathematics requirements for this program.
- **NOTE: This program requires attendance of day classes and can not be completed taking only evening classes.**

Chemistry, AS

Overview

Program Title
Chemistry, AS

Credential Type
Associate in Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative

If you are interested in pursuing a bachelor's degree in chemistry or a career in the areas of medicine or scientific research, Northampton's Chemistry program is an affordable way to start. With a curriculum that parallels the first two years of most four-year programs, NCC can save you thousands of dollars on your undergraduate degree. By working closely with an advisor, you can choose the right electives, and stay on track with the requirements of the transfer college of your choice.

Another option some graduates have chosen is to enter the job market upon completion of their two-year Chemistry degree. NCC's program prepares you for the range of fields that are based in chemistry, including environmental sciences, manufacturing, biotechnology and more.

Features

Northampton has dual admissions agreements with a variety of colleges. These arrangements enable you to have admission to Northampton and the four-year institution you select. You will receive close advising, and, based on your performance, our agreements guarantee your easy transfer of credits. Courses in this program are offered primarily during the day.

Requirements

While there are no special admissions requirements for the Chemistry program, certain courses in the program require a background in English, algebra, and chemistry. If you are lacking background in these areas, you should acquire it during the summer preceding your first semester. Northampton's admissions and counseling staff can answer any questions or concerns you may have regarding your enrollment into this program.

Contact the Admissions Office at 610-861-5500 for further information.

NCC students have transferred to: Cedar Crest College, East Stroudsburg University, Kutztown University, Lafayette College, Lehigh University, Lock Haven University, Penn State University, University of Hawaii

The A.S. in CHEMISTRY prepares you for these other areas of study: A path to Medical School, Pharmacy School, Biotechnology, Biochemistry, Chemical Biology, the fields of Organic, Physical, Analytical, Forensic, and Inorganic Chemistry, and a multitude of other chemistry related industries.

Learning Outcomes

Learning Outcomes

1. Demonstrate the ability to solve problems and explain chemical processes.

2. Apply scientific principles and skills in conducting experiments, and in the use of instrumentation and analysis of results.

3. Present research in acceptable written and oral format using scientific literature and computer aided analysis

4. Demonstrate the ability to work successfully in independent and collaborative settings.

5. Demonstrate best practice of safety and laboratory techniques and procedures.

Course Sequence

Course Sequence Name
Chemistry, Associate in Science
Total Course Sequence Credits
61

Year	Semester	Credits
Year 1	First Semester	15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CHEM 120 - General Chemistry I

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 180 - Calculus I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	14

Requirement Select
- CHEM 220 - General Chemistry II

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- MATH 181 - Calculus II

Credits 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- CHEM 201G - Organic Chemistry I

Credits 4

Requirement Select
- PHYS 215 - Physics for Science and Engineering I

Credits 5

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17

Requirement Select
- CHEM 251 - Organic Chemistry II

Credits 4

Requirement Select
- PHYS 225 - Physics for Science and Engineering II

Credits 5

Requirement Select
- Elective for AA/AS degrees

Credits 8

Program of Study Notes

- Students that are not CHEM120 General Chemistry I ready for their first semester should take CHEM011 Preparatory Chemistry first.
- Students that are not MATH180 Calculus I ready for the first semester should take MATH160 Pre-Calculus or MATH140 Applied College Algebra first. It is highly recommended that all students start their math sequence in the first semester

- For the General Education Electives, students must select one course from the list of approved courses in each of the following categories: Arts and Humanities (AH); Social Science: Societies and Institutions over Time (SIT) and Social Science: Scientific Study of Human Behavior (SSHB).
- One course should be designated as Diversity and Global Awareness (D).
- Completion of CHEM201G Organic Chemistry I satisfies the program-related Writing Intensive (WI) requirement. In addition, one General Education Elective must be taken in a Writing Intensive (WI) section.
- Computer competencies are included in various program courses, specifically CHEM120 General Chemistry I, CHEM220 General Chemistry II, CHEM201G Organic Chemistry I, and CHEM251 Organic Chemistry II. Thus, completing the program automatically satisfies the computing requirement for this program.

Construction Management, AAS

Overview

Program Title
Construction Management, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Large-scale construction requires well-trained managers whose role it is to stay on top of every detail of the job. Construction managers must be familiar with all aspects of the building process, but they also need to be strong leaders. Because of this, our program not only covers essentials such as codes and blueprint reading, but also includes business law, ethics, planning and scheduling and other important management tools. This comprehensive approach results in graduates who are ready to be effective managers and administrators within the construction industry.

Features

Through our balanced mix of liberal arts, specialized courses and hands-on training, Northampton offers you tremendous opportunity for success and professional growth. Our required practicum provides essential real world experience. During the practicum you will have the opportunity to perform various construction management functions, gain insight into the challenges of managing a site, and enhance your critical thinking, problem solving and communication skills.

This program can be completed in the day or evening, on a full-time or part-time basis. A few courses may not be offered in the evening every semester so students are advised to plan their schedule carefully to avoid any delay in graduation.

Requirements

Students are required to secure a workplace sponsor for the practicum. Assistance can be provided by the construction management staff to facilitate sponsorship.

Core Progressive Threads of Construction Management

- Leadership and supervisory
- Health and Safety
- Legal and ethical
- Effective Communication and Public Relations

Career Potential: Construction Technicians and tradespersons, Construction Managers, Construction Administrators, Construction and Building Inspectors, Construction Cost Estimators Superintendents, Project Managers, Construction Company Owners, Construction Equipment Operators, Code Enforcement Officer, Construction Specifier

Learning Outcomes

Learning Outcomes

1. Understand the importance of management functions of planning, organizing, leading and controlling.

2. Describe construction operations as they relate to production processes, logistics, specifications, and regulatory requirements.

3. Integrate health and safety issues within the confines of regulatory compliance and current industry standards to the construction industry.

4. Interpret building and zoning codes and other regulatory requirements.

5. Interpret technical information in the form of architectural drawings, schematics, specifications, graphs and procedures.

6. Utilize effective written and oral communication skills.

7. Demonstrate the ability to work both independently and as part of a team.

8. Apply legal and ethical principles related to the construction industry.

9. Demonstrate a basic understanding of accounting/finance functions as it relates to the construction industry.

Course Sequence

Course Sequence Name
Course Sequence - Construction Management, Associate in Applied Science
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- CMGT 101 - Introduction to Construction Codes

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 120 - Nature of Mathematics

OR
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- CMGT 102 - Construction Methods and Materials

Credits 3

Requirement Select
- CMGT 103 - Construction Safety and Health

Credits 3

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	18

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- CMGT 105 - Project Management and Administration

Credits 3

Requirement Select
- CMGT 106 - Construction Planning and Scheduling

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- CMGT 201 - Construction Estimating

Credits 3

Requirement Select
- CADM 235 - Revit Fundamentals

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Requirement Select
- CMGT 203 - Construction Management Practicum

Credits 3

Program of Study Notes

For the General Education Electives, students must take one course from Social Science: Societies and Institutions over Time (SIT) and Social Science: Scientific Study of Human Behavior (SSHB); one course should be designated as Diversity and Global Awareness (D).

Completion of PHIL202G Ethics and Moral Problems satisfies the Writing Intensive (WI) requirement.

MATH140 Applied College Algebra is advised for students wishing to transfer.

Networking & System Administration, AAS

Overview

Program Title

Networking & System Administration, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

The AAS degree in Networking Systems Technology will prepare students to use leading tools and technologies to build and maintain new and existing network systems. Through this program, students will study how to activate accounts; implement security controls; install and configure servers, routers and switches; monitor network performance; and troubleshoot problems. Extensive hands-on lab time on real and current equipment will prepare you for a successful career as a Network Specialist, Systems Administrator, Network Engineer, etc.

Salesmanship:

U.S. News & World Report ranks IT Manager at #2 among the 10 Best Technology Jobs with a median salary of $159,010 and "Computer Network Architect" at #8 with a median salary of $120,520. At NCC, youll gain valuable, marketable skills in data communication, modern computer network architecture and design, server operating systems, network performance analysis, and the latest networking technology. The NCC AAS in IT Networking program will prepare you for leading industry certifications including CCNA, MCSA, A+ and Net+. Depending on your electives, NCCs IT Networking Program can also prepare you for Security+, CEH, and CISSP certifications.

Career Potential: PC Technician, Network Systems Technician, Network Administrator, IT Manager.

Learning Outcomes

Learning Outcomes

1. Analyze, plan, design, and document IT network specifications to build a corporate network supporting WLAN, LAN, WAN, VoIP and cloud technologies.

2. Understand layered models (including TCP/IP and OSI) for communications standards and protocols.

3. Install, configure, secure, and manage servers and networking hardware including routers and switches.

4. Troubleshoot and evaluate common problems; document and implement appropriate network connectivity solutions.

5. Execute basic security, access control and other policies within the networking architecture.

Course Sequence

Course Sequence Name
Course Sequence - Networking Systems Technology, Associate in Applied Science
Total Course Sequence Credits
69 - 70

Year	Semester	Credits
Year 1	First Semester	19

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 100 - Information Technology Fundamentals

Credits 4

Requirement Select
- CISC 136 - PC Support and Troubleshooting

Credits 4

Requirement Select
- CISC 137 - Introduction to Networking Hardware

Credits 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- CISC 105 - Desktop Operating Systems

Credits 4

Requirement Select
- CISC 254 - Server I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- CISC 131 - Cisco Networking I (CCNA)

Credits 4

Year	Semester	Credits
Year 2	Third Semester	16 - 17

Requirement Select
- ENGL 151T - English II
  OR
- ENGL 151R - English II

Credits 3

Requirement Select
- CISC 267 - Cisco Networking II (CCNA)
  OR
- CISC 255 - Server II

Credits 3 - 4

Requirement Select
- MATH 120 - Nature of Mathematics
  OR
- MATH 140 - Applied College Algebra
  OR
- MATH 145 - Trigonometry
  OR
- MATH 150 - Introductory Statistics
  OR
- MATH 160 - Pre-Calculus

Credits 3

Requirement Select
- CISC 280G - Cyberethics

Credits 3

Requirement Select
- CISC 286 - Linux Administration

Credits 4

Year	Semester	Credits
Year 2	Fourth Semester	17

Requirement Select
- CISC 265 - Windows Server Administration
  OR
- CISC 271 - Cisco Networking III (CCNA)

Credits 4

Requirement Select
- CISC 251 - Network Administration and Maintenance

Credits 3

Requirement Select

- CISC 114 - Introduction to Computer Science with Python
  OR
- CISC 128 - Client-side Scripting
  OR
- CISC 180 - Introduction to Network Security

Credits 4

Requirement Select

- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select

- Electives for AAS degrees

Credits 3

Program of Study Notes

General Education Electives: Student must take three courses from two different categories (AH, SIT, SSHB) one of which must also be in the diversity category.

Mathematics Elective options: MATH120 Nature of Mathematics, MATH140 Applied College Algebra, MATH145 Trigonometry, MATH150 Introductory Statistics, or MATH160 Pre-Calculus

Technical Elective Options: CISC114 Introduction to Computer Science with Python, CISC128 Client-side Scripting, or CISC180 Introduction to Network Security

Completion of CISC280G Cyberethics satisfies the Writing Intensive (WI) requirement.

Information Security (InfoSec), AAS

Overview

Program Title

Information Security (InfoSec), AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

The AAS degree in Information Security will prepare students with the technical knowledge and skills needed to protect and defend computer systems and networks. Students will plan, implement, and monitor networking and security systems to help ensure the protection of information technology assets. Additionally, students identify, analyze, and remediate computer security breaches. Extensive hands-on lab time with real and current equipment will prepare you for a successful career as a Systems Auditor, Network Security Analyst, and Security System Engineer.

Career Potential: Information Assurance Specialist, Vulnerability Tester, Cyber Security Analyst, Security Technologist, or similar.

Learning Outcomes

Learning Outcomes

1. Analyze, measure, and evaluate the performance and information security needs of an organization.
2. Configure, monitor and maintain network security systems.
3. Be able to use information security and cyber/computer software/tools.
4. Describe and assess operational and strategic information security policies.
5. Describe information security risks and legal and ethical issues facing todays organizations.
6. Understand and apply critical concepts of network security.

Course Sequence

Course Sequence Name
Information Security (InfoSec), Associate in Applied Science
Total Course Sequence Credits
67 - 68

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 100 - Information Technology Fundamentals

Credits 4

Requirement Select
- CISC 105 - Desktop Operating Systems

Credits 4

Requirement Select
- CISC 131 - Cisco Networking I (CCNA)

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- CISC 286 - Linux Administration

Credits 4

Requirement Select
- CISC 180 - Introduction to Network Security

Credits 4

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- CISC 265 - Windows Server Administration

Credits 4

Requirement Select
- CISC 205 - Cybersecurity Essentials

Credits 4

Requirement Select
- Mathematics Elective (QL) for Info Security, AAS

Credits 3

Requirement Select
- CISC 280G - Cyberethics

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17 - 18

Requirement Select
- CISC 282 - Cybersecurity Administration

Credits 4

Requirement Select
- CISC 284 - Ethical Hacking

Credits 4

Requirement Select
- CISC 277 - Computer & Information Science Practicum

OR
- Technical Elective for Info Security, AAS

Credits 3 - 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

General Education Electives: Student must take three courses from two different categories (AH, SIT, SSHB) one of which must also be in the diversity category

Mathematics Elective Options: MATH120 Nature of Mathematics, MATH140 Applied College Algebra, MATH145 Trigonometry, MATH150 Introductory Statistics, MATH160 Pre-Calculus

Technical Elective Options: CISC114 Introduction to Computer Science with Python, CISC128 Client-side Scripting, CISC136 PC Support and Troubleshooting, CISC254 Server I, CISC263 Digital Forensics, CISC267 Cisco Networking II (CCNA)

Note: CISC263 Digital Forensics is the recommended elective for students considering transfer to a four year BS program in Digital Forensics. Completion of CISC280G Cyberethics satisfies the Writing Intensive (WI) requirement.

Criminal Justice, AAS

Overview

Program Title
Criminal Justice, AAS

Credential Type
Associate in Applied Science

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Northampton Community Colleges (NCC) Criminal Justice program offers you a wealth of opportunities. Whether you want to enter the workforce after two years of study, transfer to a four-year program, or enhance your education as a professional already employed in this field, NCC's program is for you.

All courses are taught by experts in the field. Learning takes place within a classroom setting, combined with out-of-class relevant experiential learning opportunities such as paid & unpaid internships, volunteer service learning opportunities, job shadowing, department & agency tours, and other hands-on options. You'll obtain an understanding of the criminal justice & juvenile justice systems, be adept with the language and culture of these occupations, and gain the knowledge you need to live up to professional expectations. The program offers students flexibility and is fully available at the Bethlehem and Monroe campuses, as well as online. Courses are offered mainly in the daytime on campus, with some courses available in the evening, and all courses available online every Spring, Summer & Fall semester.

Features

The program serves three types of students: those seeking entry-level employment in the field, those already employed in the system who seek professional advancement, and those who plan to pursue a bachelor's degree in criminal justice, criminology or related disciplines.

Our program readies you for employment in the local, state, or federal level components of law enforcement, Prosecutors Offices, Public Defenders Offices, courts, corrections, probation, parole, treatment, and the Juvenile Justice System. It can also prepare you for a career in private sector security or for the military branches of service. If you are interested in working for a specific department or agency, you should contact a program success navigator or your advisor early in your studies to determine the specific educational requirements you will need. Professionals in NCCs Career Services and Counseling offices, as well as experienced instructors within the program, can assist you in meeting your career goals.

All of our instructors are either current or former criminal justice or juvenile justice professionals, so they speak with the voice of experience; not just from a textbook. Additionally, students who have acquired prior discipline-related learning or training experiences might be granted course equivalent credits based upon NCCs life-experience portfolio assessment process.

If your career plan includes a bachelor's degree with specialization in the field, you may want to consider transferring to one of the four-year schools that we have an articulation agreement with such as East Stroudsburg University, Keystone College, Penn State-Lehigh Valley, or the University of Pittsburgh. These special partnerships make the move to a bachelor's degree program easier, since we've already ensured that your credits from NCC will seamlessly transfer. Full transfer also may be possible to other colleges and universities offering baccalaureate degrees in the field. NCCs Academic Advising Transfer Specialists and Success Navigators can offer you support and additional information.

The program can be completed in four semesters as a full-time student taking 15-18 credits per semester, or by taking fewer credits each semester, and enrolling in summer classes. The total degree credits are 64-66 credits depending on which courses are completed.

Contact the Admissions Office at 610-861-5500 for further information.

Career Potential: Lawyer, Detective Investigator, Crime Scene Technician, Police, Probation, Parole, Court, Corrections, Security, juvenile justice, or other Public Safety Officer positions

Leading to: Local, State or Federal Criminal Justice, Security, Law, and Public Safety positions

Learning Outcomes

Learning Outcomes

1. Explain and evaluate criminological behavior theory as applied by the criminal justice or juvenile justice professional in the work environment.

2. Analyze and assess the various classical, biological, psychological, sociological, and other emergent theories of crime causation.

3. Identify and critique the functions, duties and roles of officials at various levels in the criminal justice system.

4. Assess and interpret criminal law, criminal procedure, civil law and the courts as it relates to the legal system.

5. Discuss and appraise the special needs and functions of the juvenile justice system.

6. Describe and evaluate the corrections system in the United States.

7. Apply the ability to think critically and analytically in various criminal justice work settings.

8. Develop excellent professional writing and communication skills.

9. Exemplify the basic professional requirements for entry level positions in the criminal or juvenile justice systems, as well as in the public safety or private sector security services.

Course Sequence

Course Sequence Name
Course Sequence - Criminal Justice, Associate in Applied Science
Total Course Sequence Credits
64 - 66

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CJST 101 - Introduction to Criminal Justice

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- CJST 111 - American Legal System

Credits 3

Requirement Select
- CJST 131 - Juvenile Justice

Credits 3

Requirement Select
- ENGL 151L - English II

OR
- ENGL 151R - English II

Credits 3

Requirement Select
- PSYC 255 - Psychopathology

Credits 3

Requirement Select
- SOCA 150 - Deviance

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- CJST 115 - Criminal Law

Credits 3

Requirement Select
- CJST 121G - Criminology

Credits 3

Requirement Select
- CJST 245 - Criminal Justice Ethics

Credits 3

Requirement Select
- SOCA 204 - Social Problems

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for Criminal Justice, AAS

Credits 3 - 4

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- CJST 225 - Corrections and Rehabilitation

Credits 3

Requirement Select
- CJST 250 - Contemp Issues Criminal Justice

Credits 3

Requirement Select
- POLS 210G - American Constitutional Law

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- Elective for Criminal Justice, AAS

Credits 3 - 4

Program of Study Notes

Mathematics (QL) or Science (SCI) Elective must be chosen from the list of approved General Education Mathematics or Science courses. (NOTE: **MATH103** may not be used.) MATH150 Introductory Statistics is recommended for students who intend to transfer. BIOS104 Field Ecology is recommended as the Science Elective.

Elective credits may not be satisfied by a CJST course, except CJST135 Law Enforcement & Invest. Tech..

One course must be designated Diversity and Global Awareness (D).

Completion of both POLS210G American Constitutional Law and CJST121G Criminology satisfies the program-related Writing Intensive (WI) requirement.

CJST250 Contemp Issues Criminal Justice is a capstone course and should be taken in the final semester with CJST225 Corrections and Rehabilitation.

Creative Writing, SD

Overview

Program Title
Creative Writing, SD

Credential Type
Specialized Diploma

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview
This Creative Writing Specialized Diploma is a 20 credit program designed for students interested in becoming professional creative writers. Students who complete this program will produce an author portfolio that will allow them to begin seeking publication, and/or begin applying to four-year writing programs. Students will have opportunities to interact with visiting writers, attend readings and workshops, organize readings and workshops, and present their work to the NCC community. The Creative Writing Specialized Diploma is designed to be earned either alongside the AA degree in Liberal Arts (English or other concentration) or on its own.

Learning Outcomes

Learning Outcomes

1. Create and revise original creative works that use varied literary techniques and are ready for publishing consideration.

2. Demonstrate an understanding of the historical and cultural contexts of literature and of their own writing.

3. Communicate effectively in multiple creative genres and with multiple audiences in both writing and speech.

4. Demonstrate an understanding of the publishing industry, trustworthy resources in the publishing process, and various options for seeking publication of their creative works.

Course Sequence

Course Sequence Name
Course Sequence - Creative Writing, Specialized Diploma
Total Course Sequence Credits
20

Year	Semester	Credits
Year 1	First Semester	4

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	3

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 2	Third Semester	9

Requirement Select
- ENGL 253 - Creative Writing

Credits 3

Requirement Select
- Creative Writing Elective

Credits 3

Requirement Select
- Literature Elective

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	4

Requirement Select
- ENGL 254 - Creative Writing Portfolio

Credits 1

Requirement Select
- Creative Writing Elective

Credits 3

Program of Study Notes
Literature Electives include all ENGL numbered 200 level except: ENGL 211G, ENGL 215G, ENGL 253, ENGL 258, ENGL 267

Creative Writing Electives include: CMTH225G Scriptwriting, ENGL258 Fiction Writing, ENGL267 Poetry Writing, JOUR201G Feature Writing, JOUR202 Social Media for Writers, PUBL101 Pathways to Publication for the Aspiring Author or PUBL102 Self-Publishing (please note: Only one of PUBH 101 or PUBL 102 may be applied to this program)

Computer Science, AS

Overview

Program Title
Computer Science, AS

Credential Type
Associate in Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

If you are planning to pursue a bachelor's degree in computer science, Northampton's associate's degree program can be an affordable way to start. Our program parallels the first two years of standard four-year computer science degree programs. By working closely with your advisor, you can plan your course of study to ensure that you will enter the transfer school of your choice prepared to complete your degree.

Graduates of our program who complete a bachelor's degree are prepared for a variety of sophisticated positions in the computer field: as an applications programmer, systems programmer, programmer/analyst or software developer.

Features

The Northampton Computer Science curriculum includes computer programming, introductory computer architecture, mathematics, and general education courses. Depending on your plans and available time, you can complete this program in two years of full-time study with day and evening classes or in three to five years of part-time evening study.

Contact the Admissions Office at 610-861-5500 for further information.

Career Potential: Computer Sciences

NCC students have transferred to: DeSales University, East Stroudsburg University, Kutztown University, Moravian College, Muhlenberg College, Pennsylvania State University, Lehigh University, Drexel University

Learning Outcomes

Learning Outcomes

1. Use effective approaches for problem solving and algorithm development.

2. Use critical thinking to evaluate computing problems and explore options for their solution.

3. Be experienced in solving problems related to computer programming and implementing these solutions.

4. Have experience in algorithm analysis and data abstraction.

5. Have comprehensive understanding of computer hardware needed to critically interpret technical information.

6. Explore the nature, characteristics, and design issues of contemporary computing systems.

7. Develop abstract thinking skills necessary to compete at a transfer institution.

Course Sequence

Course Sequence Name
Course Sequence - Computer Science, Associate in Science
Total Course Sequence Credits
62 - 63

Year	Semester	Credits
Year 1	First Semester	15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 115 - Computer Science I

Credits 4

Requirement Select
- MATH 180 - Calculus I

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- CISC 125 - Computer Science II

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 181 - Calculus II

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	14 - 15

Requirement Select
- CISC 230 - Data Structures and Algorithm Analysis

Credits 4

Requirement Select
- MATH 202 - Discrete Math

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Elective for AA/AS degrees

Credits 3 - 4

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- CISC 225 - Computer Organization

Credits 4

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 9

Program of Study Notes

One course should be designated as Diversity and Global Awareness (D).

The General Education Electives must be selected from the list of approved courses in each of the categories: Arts and Humanities (AH); Social Science: Society and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB); Science (SCI).

All Electives must be chosen from the list of courses which are applicable to AA and AS degrees, and should be chosen with transferability in mind; CISC142 Ethics and Current Issues in Technology and MATH210 Calculus III are recommended.

Two courses must be taken in Writing Intensive (WI) sections.

One must be selected from among the General Education Electives; the second must be selected from: PHIL111G On Death and Dying, PHIL202G Ethics and Moral Problems, or PSYC103G Introduction to Psychology.

Communication Studies, AA

Overview

Program Title
Communication Studies, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Advertising, politics, journalism, public relations - a career in any of these diverse fields can be exciting and fulfilling. And it can start with a degree in Communications Studies from Northampton.

Northampton's Communications Studies program offers courses that are commonly taken during the first two years of a bachelor's degree in the field. Working closely with your advisor, you can plan a schedule that will prepare you for entry to a four-year college.

With a BA, you can look forward to employment opportunities in a wide range of areas, including health care, the performing arts, education, the media, radio and TV broadcasting and more. Even if you don't plan to go into a specific communications-related field, a communications degree will help you be more versatile and flexible in your work. You may also find that you can change career paths with ease.

Our program is available at NCC's Bethlehem and Monroe campuses. Courses are primarily offered in the daytime.

Features

Our program provides a well-rounded background in communication and general education that will prepare you to transfer to a four-year university. In addition to the general education core requirements, the program requires 12 hours of communication studies courses. To suit your future plans, a variety of electives in the communications field allow you to customize your studies in key areas such as mass communications, **technology,** business, and the performing arts. Finally, the program requires you to take specific courses in fields that have impacted communication studies, such as sociology and psychology.

Career Potential: Media, Advertising, Performing Arts Health Care, Politics Radio-TV/Broadcasting, Public Relations, Business/Marketing, Social/Human Services, Education, Journalism

Learning Outcomes

Learning Outcomes

1. Transfer to a four-year college or university.

2. Demonstrate a clear understanding of, and ability to think critically about, communication in theory and practice.

3. Demonstrate effective use of communication skills and experience to be an effective group member and/or leader.

4. Adapt communication skills to a variety of audiences and contexts.

5. Communicate effectively within a culturally diverse society.

Course Sequence

Course Sequence Name
Course Sequence - Communication Studies, Associate in Arts
Total Course Sequence Credits
62 - 63

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- Elective for Communication Studies, AA

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- COMM 214 - Interpersonal Communication

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- SOCA 103G - Principles of Sociology

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Elective for Communication Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- COMM 215 - Intercultural Communication

Credits 3

Requirement Select
- COMM 231 - Small Group Communication

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Program Elective for Communication Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- COMM 230G - Introduction to Communication Theory

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- Elective for Communication Studies, AA

Credits 6

Program of Study Notes

The communication Elective in the 3rd semester must be selected from the following list: COMM104 Media and Society, COMM205 Public Speaking, CMTH180 Digital Media Storytelling, COMM288 Gender Communication, JOUR101 Journalism and Society, JOUR202 Social Media for Writers, or JOUR203G Writing for Public Relations.

Electives must be selected from those courses which are AA/AS eligible or those below:

Mass Communication	Business
COMM104 Media and Society	BUSA101 Introduction to Business
CMTH126 The Communication Arts	BUSA115 Intro to International Business
COMM220 Introduction to Film	BUSA137 Principles of Selling
CMTH225G Scriptwriting	BUSA152 Business Law I
JOUR101 Journalism and Society	ENTR101 Entrepreneurship and Innovation
JOUR102 News Editing	
JOUR202 Social Media for Writers	
JOUR203G Writing for Public Relations	
Performing Arts	Communication Technology
COMM205 Public Speaking	ARTA130 Web Design I
THEA110 Intro. to the Theatre Prod./Tech.	ARTA170 Computer Graphics
THEA111 Acting I	ARTA171 Desktop Publishing
THEA212 Acting II	THEA115 Technical Theatre and Design
THEA211G Plays: Classical to Contemporary	THEA117 Stagecraft
ENGL211G Plays: Classical to Contemporary	CMTH180 Digital Media Storytelling
THEA206 Directing	CMTH182 Digital Media Graphics and Animation
THEA189 Stage, Voice and Movement	

Culinary Arts: Entrepreneurship, SD

Overview

Program Title
Culinary Arts: Entrepreneurship, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Narrative
Since its creation in 1993, Northampton's Culinary Arts program has earned a reputation as one of the finest of its kind. As a graduate of our program, you will be in demand in a wide variety of settings. Nearly all of the leading food service industry employers in our region restaurants proudly employ our graduates.

The program provides one year of intensive full-time study combining theory and lecture with nearly 1,000 hours of hands-on practical application. Students receive training in all of the formal classical methods as well as current food preparation techniques that are then put into practice. Once the culinary training has been completed, students can complete the additional core courses needed to earn their Associate in Applied Science degree. If you already have a college degree, you may prefer to opt for the program's specialized diploma and forgo the core courses required for the associate's degree.

Culinary Arts graduates are trained for careers including chef, banquet chef, executive chef, baker, pastry chef and caterer. Potential work settings include multi-unit chain restaurants, owner operated restaurants, four-star hotels, private country clubs, cruise ships, amusements parks, corporate food service and catering. Whether you would like to own your own restaurant or work for a large employer, you will find rewarding and satisfying career opportunities with a degree from our program.

Features
The program starts with an intensive series of five (5) culinary modules taught over the first semester. Courses instruction combines classroom discussion, lecture and demonstration of theories and techniques used in the food service industry, and hands-on skills training. In the final two semesters of the program, knowledge will be put into practical application by providing service through the student-learning lab, Hampton Winds Restaurant, including catered events, and Hampton Winds Express located in the Gates Center. Students rotate through front of the house and back of the house statements while learning a variety of cuisines such as American Regional and Global Cuisines.

Contact the Admissions Office at 610.861.5500 for further information regarding the program.

Career Potential: Leading to: Sous Chef, Banquet Chef, Executive Chef, Baker, Pastry Chef, Caterer, Culinary Sales Representative, Personal Chef, Research & Development Chef and many other opportunities

Culinary Arts, AAS

Overview

Program Title
Culinary Arts, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Narrative
Since its creation in 1993, Northampton's Culinary Arts program has earned a reputation as one of the finest of its kind. As a graduate of our program, you will be in demand in a wide variety of settings. Nearly all of the leading food service industry employers in our region restaurants proudly employ our graduates.

The program provides one year of intensive full-time study combining theory and lecture with nearly 1,000 hours of hands-on practical application. Students receive training in all of the formal classical methods as well as current food preparation techniques that are then put into practice. Once the culinary training has been completed, students can complete the additional core courses needed to earn their Associate in Applied Science degree. If you already have a college degree, you may prefer to opt for the program's specialized diploma and forgo the core courses required for the associate's degree.

Culinary Arts graduates are trained for careers including chef, banquet chef, executive chef, baker, pastry chef and caterer. Potential work settings include multi-unit chain restaurants, owner operated restaurants, four-star hotels, private country clubs, cruise ships, amusements parks, corporate food service and catering. Whether you would like to own your own restaurant or work for a large employer, you will find rewarding and satisfying career opportunities with a degree from our program.

Features
The program starts with an intensive series of five (5) culinary modules taught over the first semester. Courses instruction combines classroom discussion, lecture and demonstration of theories and techniques used in the food service industry, and hands-on skills training. In the final two semesters of the program, knowledge will be put into practical application by providing service through the student-learning lab, Hampton Winds Restaurant, including catered events, and Hampton Winds Express located in the Gates Center. Students rotate through front of the house and back of the house statements while learning a variety of cuisines such as American Regional and Global Cuisines.

Contact the Admissions Office at 610.861.5500 for further information regarding the program.

Career Potential: Leading to: Sous Chef, Banquet Chef, Executive Chef, Baker, Pastry Chef, Caterer, Culinary Sales Representative, Personal Chef, Research & Development Chef and many other opportunities

Learning Outcomes

Learning Outcomes

Students will apply food safety and sanitation principles, including ServSafe standards and HACCP procedures, to maintain safe and sanitary foodservice operations.

Students will execute fundamental and advanced culinary techniques, including knife skills, butchery, fabrication, and varied cooking methods to prepare a diverse range of dishes.

Students will apply baking and pastry techniques using specialized equipment to produce a variety of baked goods and desserts, demonstrating knowledge of ingredient functions and recipe standardization.

Students will develop and analyze menus for diverse foodservice operations, incorporating recipe standardization, portion control, and cost analysis for food, beverage, and labor.

Students will analyze and apply the history, culture, ingredients, and flavor profiles of global and regional cuisines in food preparation and menu design.

Students will apply principles of foodservice operations and management, including menu planning, costing, purchasing, scheduling, event coordination, and front-of house service across various foodservice environments.

Students will demonstrate professionalism, effective communication, ethical behavior, and respect for diversity in the culinary workplace.

Students will evaluate food products, techniques, and operational challenges, applying critical thinking and problem-solving skills to enhance quality, efficiency, and creativity in professional kitchens.

Admissions Requirements

Admissions Requirements

Post-Admissions:

Immunizations for Hepatitis A and Hepatitis B are required for all Culinary Arts Students.

Students must successfully pass the ServSafe Manager Exam in CULA104 in order to progress in the Culinary Arts Program.

Course Sequence

Course Sequence Name
Course Sequence - Culinary Arts, Associate in Applied Science
Total Course Sequence Credits
64 - 65

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CULA 104 - Kitchen Foundations

Credits 3

Requirement Select
- CULA 110 - Introduction to Baking and Pastry

Credits 3

Requirement Select
- CULA 112 - Culinary Skill Development

Credits 3

Requirement Select
- CULA 118 - Advanced Culinary Skills

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- CULA 237 - Culinary Operations

Credits 12

Year	Semester	Credits
Year 2	Third Semester	12

Requirement Select
- CULA 255 - Restaurant Operations

Credits 12

Year	Semester	Credits
Year 2	Fourth Semester	12 - 13

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Year	Semester	Credits
Year 2	Fifth Semester	15

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Program of Study Notes

CULA courses and COLS101 College Success apply toward the Specialized Diploma in Culinary Arts.

All culinary courses must be completed in the sequence outlined on the program map.

Students must pass each CULA course before progressing in the program.

The Culinary Arts Program requires summer enrollment.

Recommended elective: CULA123 Menu Planning and Food and Beverage Cost Control.

Recommended Math Elective options: MATH103 Technical Mathematics, MATH120 Nature of Mathematics.

Recommended Science Elective options: BIOS126 Environmental Science, CHEM105 Chemistry in Contemporary Society.

Recommended General Education Elective (SSHB) options: FDST110 Food and Identity, FDST201 Sustainable Food Systems.

One General Education Elective must be taken in a Writing Intensive (WI) section.

Completion of MDLA course satisfies the Diversity and Global Awareness (D) requirement.

Culinary Arts, SD

Overview

Program Title
Culinary Arts, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Narrative

Since its creation in 1993, Northampton's Culinary Arts program has earned a reputation as one of the finest of its kind. As a graduate of our program, you will be in demand in a wide variety of settings. Nearly all of the leading food service industry employers in our region restaurants proudly employ our graduates.

The program provides one year of intensive full-time study combining theory and lecture with nearly 1,000 hours of hands-on practical application. Students receive training in all of the formal classical methods as well as current food preparation techniques that are then put into practice. Once the culinary training has been completed, students can complete the additional core courses needed to earn their Associate in Applied Science degree. If you already have a college degree, you may prefer to opt for the program's specialized diploma and forgo the core courses required for the associate's degree.

Culinary Arts graduates are trained for careers including chef, banquet chef, executive chef, baker, pastry chef and caterer. Potential work settings include multi-unit chain restaurants, owner operated restaurants, four-star hotels, private country clubs, cruise ships, amusements parks, corporate food service and catering. Whether you would like to own your own restaurant or work for a large employer, you will find rewarding and satisfying career opportunities with a degree from our program.

Features

The program starts with an intensive series of five (5) culinary modules taught over the first semester. Courses instruction combines classroom discussion, lecture and demonstration of theories and techniques used in the food service industry, and hands-on skills training. In the final two semesters of the program, knowledge will be put into practical application by providing service through the student-learning lab, Hampton Winds Restaurant, including catered events, and Hampton Winds Express located in the Gates Center. Students rotate through front of the house and back of the house statements while learning a variety of cuisines such as American Regional and Global Cuisines.

Contact the Admissions Office at 610.861.5500 for further information regarding the program.

Career Potential: Leading to: Sous Chef, Banquet Chef, Executive Chef, Baker, Pastry Chef, Caterer, Culinary Sales Representative, Personal Chef, Research & Development Chef and many other opportunities

Learning Outcomes

Learning Outcomes

1. Food Safety and Sanitation: Demonstrate knowledge and application of food safety and sanitation principles, including ServSafe certification, HACCP procedures, and best practices to prevent foodborne illness.

2. Culinary Skills and Techniques: Proficiently execute fundamental and advanced culinary techniques, including knife skills, butchery, fabrication, and various cooking methods, to prepare a diverse range of dishes.

3. Baking and Pastry Skills: Apply baking and pastry techniques and utilize specialized equipment to produce a variety of baked goods and desserts, while understanding ingredient functions and recipe standardization.

4. Menu Development and Cost Control: Develop and analyze menus for different foodservice operations, incorporating recipe standardization, portion control, and cost calculations for food, beverage, and labor.

5. Global and Regional Cuisines: Demonstrate an understanding of the history, culture, ingredients, classic dishes, and flavor profiles of global and regional cuisines, applying this knowledge in food preparation and menu creation.

6. Foodservice Operations and Management: Understand the principles of foodservice operations and management, including menu planning, costing, ordering, scheduling, event planning, and front-of-house service, adapting to various foodservice environments.

7. Professionalism and Communication: Exhibit professional conduct, communication skills, and respect for diversity in the culinary workplace, demonstrating ethical practices and career development awareness.

8. Critical Thinking and Problem Solving: Evaluate and analyze food products, culinary techniques, and operational challenges, applying critical thinking and problem-solving skills to improve quality, efficiency, and creativity in a professional kitchen setting.

Admissions Requirements

Admissions Requirements

Post-Admissions:

Immunizations for Hepatitis A and Hepatitis B are required for all Culinary Arts Students.

Students must successfully pass the ServSafe Manager Exam in CULA104 in order to progress in the Culinary Arts Program.

Course Sequence

Course Sequence Name
Course Sequence - Culinary Arts, Specialized Diploma
Total Course Sequence Credits
37

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CULA 104 - Kitchen Foundations

Credits 3

Requirement Select
- CULA 110 - Introduction to Baking and Pastry

Credits 3

Requirement Select
- CULA 112 - Culinary Skill Development

Credits 3

Requirement Select
- CULA 118 - Advanced Culinary Skills

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- CULA 237 - Culinary Operations

Credits 12

Year	Semester	Credits
Year 2	Third Semester	12

Requirement Select
- CULA 255 - Restaurant Operations

Credits 12

Program of Study Notes

All culinary courses must be completed in the sequence outlined on the program map.

Students must pass each CULA course before progressing in the program.

The Culinary Arts Program does require summer enrollment.

Data Analytics, SD

Overview

Program Title
Data Analytics, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Course Sequence

Course Sequence Name
Data Analytics, SD
Total Course Sequence Credits
17

Year	Semester	Credits
Year 1	First Semester	10

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- DATS 101 - Principles of Data Science

Credits 3

Requirement Select
- DATS 201 - Data Visualization

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	7

Requirement Select
- MATH 207 - Statistical Methods

Credits 3

Requirement Select
- DATS 250 - Data Science Capstone

Credits 4

Data Analytics, AS

Overview

Program Title
Data Analytics, AS

Credential Type	Academic School	Academic Level
Associate in Science	School of Business and Industry (School)	UG

Overview

Program Narrative

Northampton Community Colleges Data Analytics program prepares students to transfer to a four-year institution and earn their bachelors degree in Data Science or Data (Business) Analytics. Students in the Data Analytics program will obtain skills in programming, data mining, data visualization, and statistical analyses. Students will also learn about the ethical implications of Data Analytics. The program ends with a culminating project involving real-life data or working with a local organization in a data analytics project.

Features

The core curriculum of the Data Analytics program focuses on developing the techniques required for data exploration, visualization, and analysis. The course offerings help students understand the essential components of the epicycle of Data Analytics , how visual representations are used in the analysis and interpretation of complex data, and how to choose statistical analyses to make data-driven decisions. If you plan to enroll in the Data Analytics program at Northampton with the intent to transfer, we encourage you to examine the transfer requirements of your intended school and to work with our academic advisors to ensure you take the right classes to transfer as easily as possible.

Program Requirements

While this program has no special admission requirements, students should be ready to enroll in MATH150 in order to progress through the data science course sequence. Any student lacking appropriate credentials for enrolling in MATH150 should acquire it during the summer session before their first semester, or during their first semester. DATS101 has a corequisite of MATH150, while other Data Analytics courses cannot be completed without successfully completing MATH150. In addition, students need to be ready to take MATH 180 in the third semester; therefore, appropriate competency is required to enroll in MATH 180.

Career Potential

The program qualifies you for immediate employment as an entry level data analyst laboratory aide or technician. Members of Northampton's Career Services and counseling staff, as well as instructors with the program, can assist you in meeting your employment and career goals.

Learning Outcomes

Learning Outcomes

1. Use technology to effectively organize and manage datasets for analytical projects.

2. Analyze very large data sets in the context of real-world problems.

3. Apply appropriate research methods and basic statistical techniques to collect and analyze data to support evidence-based decisions.

4. Communicate and Interpret data science analyses effectively to any audience: orally, visually, and in written format.

5. Critically evaluate ethical, privacy, and security challenges in data analytics.

Course Sequence

Course Sequence Name
Data Analytics, AS
Total Course Sequence Credits
61

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- DATS 101 - Principles of Data Science

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- MATH 207 - Statistical Methods

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- CISC 114 - Introduction to Computer Science with Python

Credits 4

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- MATH 180 - Calculus I

Credits 4

Requirement Select
- DATS 201 - Data Visualization

Credits 3

Requirement Select
- CISC 150 - Object-Oriented Programming with Java

Credits 4

Requirement Select
- Science Elective (SCI)

Credits 4

Year	Semester	Credits
Year 2	Fourth Semester	14

Requirement Select
- MATH 202 - Discrete Math

Credits 3

Requirement Select
- DATS 250 - Data Science Capstone

Credits 4

Requirement Select
- CISC 270 - Database Systems

Credits 4

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Program of Study Notes

One General Education Elective (SIT, SSHB) must be taken in a Writing Intensive (WI) section.

If the student is not MATH150 Introductory Statistics ready in the first semester may push back taking Data Science courses and require the student to take an extra semester or semesters.

PHIL202G Ethics and Moral Problems must be completed as a Writing Intensive option.

For Science elective, it is in the best interest of the student to focus on higher level Science with a laboratory component.

Diagnostic Medical Sonography: Cardiac, AAS

Overview

Program Title

Diagnostic Medical Sonography: Cardiac, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Diagnostic Medical Sonography (Department)	Undergraduate

Heart disease is the leading cause of death in the world, with over 20 million deaths each year. Would you like a career that helps to diagnose heart conditions?

If you enjoy working closely with others and you are looking for a position in the healthcare field that takes advantage of your strong technology skills and interest in human anatomy, cardiac sonography may be a good fit.

A cardiac sonographer uses sound waves to produce record and evaluate ultrasound images of the heart. The images are evaluated and interpreted by a cardiologist, a doctor who specializes in the treatment of the heart and blood vessels. Ultrasound is noninvasive, is not harmful and does not generate radiation.

The cardiac sonography program is structured to provide both lecture and lab experiences as well as clinical hands-on experiences. The program starts in the fall semester and is 21 months over six (6) continuous semesters for more than 1500 clinical hours.

Graduates of the Cardiac Sonography program who successfully complete all program requirements are eligible to apply to sit for national credentialing examinations in cardiac sonography through organizations such as the American Registry for Diagnostic Medical Sonography and Cardiovascular Credentialing International, provided they meet all current eligibility requirements established by those organizations. Eligibility requirements are determined by the credentialing organizations and are subject to change. Successful completion of the program does not guarantee eligibility for any specific examination, certification, or employment.

Learning Outcomes

Learning Outcomes

1. To prepare graduates: Who are competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the abdominal sonography-extended, obstetrics and gynecology, vascular and adult cardiac sonography concentrations.

2. To prepare graduates: With a broad knowledge base that enables them to embrace life-long learning.

3. To prepare graduates: Who are able to adapt to ever-changing technology in the health care industry.

4. To prepare graduates: Who are competent to pass the certification examination.

Admissions Requirements

Our program graduates meet or exceed the needs of their employers.

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 140

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DMSG is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DMSG degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DMSG courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Diagnostic Medical Sonography: Cardiac, AAS
Total Course Sequence Credits
77

Year	Semester	Credits
Year 1	Fall	20

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Requirement Select
- DMSG 101 - Essentials of Patient Care

Credits 2

Requirement Select
- DMSG 103 - Introduction to Acoustical Physics

Credits 2

Requirement Select
- DMSG 109 - Introduction to the Cardiovascular System

Credits 3

Requirement Select
- DMSG 111 - Cardiac Pharmacology

Credits 1

Requirement Select
- DMSG 113 - Non-Invasive Cardiac Testing/ECG

Credits 3

Requirement Select
- DMSG 117 - Cardiac Procedures Clinical Education

Credits 1

Year	Semester	Credits
Year 1	Spring	16

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- DMSG 105 - Acoustic Physics and Instrument I

Credits 3

Requirement Select
- DMSG 119 - Cardiac Pathophysiology I

Credits 3

Requirement Select
- DMSG 127 - Cardiac Procedures I

Credits 4

Requirement Select
- DMSG 125 - Section Anatomy for Medical Imagers

Credits 1

Requirement Select
- DMSG 175 - Cardiac Clinical Education I

Credits 1

Year	Semester	Credits
Year 1	Summer	9

Requirement Select
- DMSG 225 - Cardiac Clinical Education II

Credits 3

Requirement Select
- DMSG 251 - Cardiac Pathophysiology II

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fall	16

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- DMSG 129 - Intravenous Insertion Techniques

Credits 1

Requirement Select
- DMSG 155 - Acoustic Physics and Instrument II

Credits 2

Requirement Select
- DMSG 257 - Cardiac Clinical Education III

Credits 3

Requirement Select
- DMSG 253 - Cardiac Procedures II

Credits 4

Year	Semester	Credits
Year 2	Winter	1

Requirement Select
- DMSG 258 - Cardiac Clinical Education IV

Credits 1

Year	Semester	Credits
Year 2	Spring	15

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- DMSG 245 - Cardiac Clinical Education V

Credits 4

Requirement Select
- DMSG 255G - Echocardiography Seminar and Capstone Project

Credits 2

Program of Study Notes

Human Anatomy and Physiology I is substituted for one of the Human Knowledge courses.

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

DMSG courses must be passed with a C grade or better.

Diagnostic Medical Sonography: Abdomen Extended and OB/GYN, AAS

Overview

Program Title

Diagnostic Medical Sonography: Abdomen Extended and OB/GYN, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Diagnostic Medical Sonography (Department)	Undergraduate

Are you fascinated by the human body and passionate about helping others? In diagnostic medical sonography, cutting-edge technology meets compassionate patient care. Sonographers use non-invasive ultrasound technology to create real-time images that help physicians diagnose a wide range of conditions — from monitoring pregnancies to detecting diseases of the abdomen.

At NCC, you'll gain hands-on experience with state-of-the-art equipment in both our campus lab and clinical sites, guided by experienced professionals. Our **Abdominal/OB-GYN track** includes rotations through hospitals, outpatient centers, and maternal-fetal medicine practices. The program runs for **24 months** over six continuous semesters, with **more than 1,500 clinical hours**. Graduates are eligible to sit for the **Abdomen** and **Obstetrics & Gynecology** certification exams.

NCC's Abdomen-Extended and OB/GYN concentrations are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).

Learning Outcomes

Learning Outcomes

1. To prepare graduates who are competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the abdominal -extended, obstetrics and gynecology, vascular and adult cardiac sonography concentrations. Cognitive Domain: · Students will demonstrate comprehensive knowledge and understanding of anatomy, physiology, pathology, and ultrasound principles specific to abdominal sonography, small parts, obstetrics and gynecology, vascular, and/or adult cardiac sonography. Psychomotor and Affective Domains: · Students will proficiently perform ultrasound examinations following prescribed protocols. · Students will demonstrate professional behavior, communication, and patient care skills at their clinical education sites.

2. To prepare graduates with a broad knowledge base that enables them to embrace life-long learning. · Students will apply sonography concepts to solve complex clinical problems in case studies. · Students will stay updated with evolving technologies and practices in the field by completing journal article reviews and a research paper.

3. To prepare graduates who are able to adapt to ever-changing technology in the health care industry. · Students will demonstrate the ability to understand and integrate new ultrasound technologies in lab class practice and practicals. · Students will exhibit proficiency in the clinical setting by completing sonographic competencies.

4. To prepare graduates who are competent to pass the certification examination. · Students will engage in review sessions provided by the program and pass mock exams with an 80% or higher success rate. · Students will successfully pass the ARDMS exams required for certification for their area of specialty in their first attempt.

5. To prepare graduates who meet or exceed the needs of their employers. · Students will engage with their community by participating in one or more volunteer activities each year. · Students will mentor a new student entering the DMS program.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 140

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
  - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
  - A cumulative high school GPA of 3.0 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DMSG is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DMSG degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DMSG courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Diagnostic Medical Sonography: Abdomen Extended and OBGYN, AAS
Total Course Sequence Credits
76

Year	Semester	Credits
Year 1	Fall	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- DMSG 101 - Essentials of Patient Care

Credits 2

Requirement Select
- DMSG 102 - Introduction to Diagnostic Medical Sonography

Credits 1

Requirement Select
- DMSG 103 - Introduction to Acoustical Physics

Credits 2

Requirement Select
- DMSG 104 - Introduction to Clinical Education

Credits 1

Requirement Select
- DMSG 114 - Gynecologic Sonography- Anatomy, Physiology, Imaging & Critique

Credits 4

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Spring	17

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- DMSG 105 - Acoustic Physics and Instrument I

Credits 3

Requirement Select
- DMSG 110 - Abdominal Sonography-A&P, I&C I

Credits 4

Requirement Select
- DMSG 115 - Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique I

Credits 3

Requirement Select
- DMSG 124 - Clinical Education I

Credits 2

Requirement Select
- DMSG 125 - Section Anatomy for Medical Imagers

Credits 1

Year	Semester	Credits
Year 1	Summer	8

Requirement Select
- DMSG 174 - Clinical Education II

Credits 2

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fall	18

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- DMSG 155 - Acoustic Physics and Instrument II

Credits 2

Requirement Select
- DMSG 160 - Abdominal Sonography-A&P, I&C II

Credits 4

Requirement Select
- DMSG 265 - Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique II

Credits 4

Requirement Select
- DMSG 224 - Clinical Education III

Credits 2

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 2	Spring	12

Requirement Select
- DMSG 263 - Advanced Techniques in Obstetrical Scanning

Credits 1

Requirement Select
- DMSG 215G - Small Parts and Special Topics

Credits 2

Requirement Select
- DMSG 234 - Clinical Education IV

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Summer	3

Requirement Select

- DMSG 244 - Clinical Education V

Credits 3

Program of Study Notes

Human Anatomy and Physiology I is substituted for one of the Human Knowledge courses.

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

Diagnostic Medical Sonography: Vascular, AAS

Overview

Program Title

Diagnostic Medical Sonography: Vascular, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Diagnostic Medical Sonography (Department)	Undergraduate

Are you fascinated by the human body and passionate about healthcare? Consider a career in diagnostic medical sonography, where advanced technology meets compassionate patient care. Sonographers trained in vascular scanning use sound waves to capture real-time images of blood vessels helping physicians detect diseases and guide treatment.

NCC's sonography programs combine lectures with hands-on training using state-of-the-art equipment, both in the classroom and clinical settings, guided by experienced professionals.

The 21-month Vascular track spans six continuous semesters and includes clinical rotations in hospitals, outpatient centers, and vascular departments, totaling over 1,500 clinical hours. Graduates are eligible to sit for the Vascular certification exam.

NCC's Vascular concentration is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).

Learning Outcomes

Learning Outcomes

1. To prepare graduates who are competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the abdominal -extended, obstetrics and gynecology, vascular and adult cardiac sonography concentrations.

2. To prepare graduates with a broad knowledge base that enables them to embrace life-long learning

3. To prepare graduates who are able to adapt to ever-changing technology in the health care industry

4. To prepare graduates who are competent to pass the certification examination.

5. To prepare graduates who meet or exceed the needs of their employers.

Evidence of Learning Outcome 1: Cognitive Domain: -Students will demonstrate comprehensive knowledge and understanding of anatomy, physiology, pathology, and ultrasound principles specific to abdominal sonography, small parts, obstetrics and gynecology, vascular, and/or adult cardiac sonography. Psychomotor and Affective Domains: -Students will proficiently perform ultrasound examinations following prescribed protocols. -Students will demonstrate professional behavior, communication, and patient care skills at their clinical education sites.

Evidence of Learning Outcome 2: -Students will apply sonography concepts to solve complex clinical problems in case studies. -Students will stay updated with evolving technologies and practices in the field by completing journal article reviews and a research paper.

Evidence of Learning Outcome 3: -Students will demonstrate the ability to understand and integrate new ultrasound technologies in lab class practice and practicals. -Students will exhibit proficiency in the clinical setting by completing sonographic competencies.

Evidence of Learning Outcome 4: -Students will engage in review sessions provided by the program and pass mock exams with an 80% or higher success rate. -Students will successfully pass the ARDMS exams required for certification for their area of specialty in their first attempt.

Evidence of Learning Outcome 5: -Students will engage with their community by participating in one or more volunteer activities each year. -Students will mentor a new student entering the DMS program.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 140

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DMSG is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DMSG degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DMSG courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Diagnostic Medical Sonography: Vascular, AAS
Total Course Sequence Credits
71

Year	Semester	Credits
Year 1	Fall	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- DMSG 101 - Essentials of Patient Care

Credits 2

Requirement Select
- DMSG 102 - Introduction to Diagnostic Medical Sonography

Credits 1

Requirement Select
- DMSG 103 - Introduction to Acoustical Physics

Credits 2

Requirement Select
- DMSG 104 - Introduction to Clinical Education

Credits 1

Requirement Select
- DMSG 106 - Vascular Technology - Anatomy, Physiology, Imaging & Critique I

Credits 4

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Winter	1

Requirement Select
- DMSG 122 - Vascular Clinical Education I

Credits 1

Year	Semester	Credits
Year 1	Spring	17

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- DMSG 105 - Acoustic Physics and Instrument I

Credits 3

Requirement Select
- DMSG 125 - Section Anatomy for Medical Imagers

Credits 1

Requirement Select
- DMSG 237 - Vascular Technology- Anatomy, Physiology, Imaging & Critique II

Credits 4

Requirement Select
- DMSG 172 - Vascular Clinical Education II

Credits 2

Year	Semester	Credits
Year 1	Summer	10

Requirement Select
- DMSG 182 - Vascular Clinical Education III

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fall	13

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- DMSG 107 - Principles of Cardiovascular Technology

Credits 2

Requirement Select
- DMSG 155 - Acoustic Physics and Instrument II

Credits 2

Requirement Select
- DMSG 232 - Vascular Clinical Education IV

Credits 3

Requirement Select
- DMSG 241 - Vascular Pathophysiology

Credits 3

Year	Semester	Credits
Year 2	Spring	12

Requirement Select
- DMSG 242 - Vascular Clinical Education V

Credits 3

Requirement Select
- DMSG 239G - Vascular Ultrasound Special Topics

Credits 3

Requirement Select

- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select

- General Education Elective (SIT)

Credits 3

Program of Study Notes

BIOS 204 is substituted for one of the Knowledge of Arts and Cultures courses.

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

Diagnostic Medical Sonography, AAS

Overview

Program Title

Diagnostic Medical Sonography, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Diagnostic Medical Sonography (Department)	Undergraduate

Overview

Narrative

With America's growing and aging population, the healthcare sector continues to offer growth in employment opportunities. Sonography is a key part of today's advanced medical practices, and qualified sonography graduates from Northampton find good-paying, flexible and rewarding positions throughout the country.

Students choose between two Sonography tracks offered at NCC: Abdomen-Extended & OB/GYN concentrations or Abdomen-Extended & Vascular concentrations. Completion of the program requirements of NCCs Associate in Applied Science (AAS) degree with the Abdomen-Extended & OB/GYN concentrations allows the graduate the opportunity to sit for the American Registry of Diagnostic Medical Sonographer's (ARDMS) Abdominal and OB/GYN examinations.

Diagnostic Medical Sonography

Commission on Accreditation of Allied Health Education Programs (CAAHEP)

9355- 113th St. N, #7709

Seminole, FL 33775

Phone: (727) 210-2350

Fax: (727) 210-2354

www.caahep.org

Joint Review Committee on Education in Diagnostic Medical Sonography

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Ellicott, MD 21043

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Fax: (866) 738-3444

www.jrcdms.org

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Mission Statement

The mission of Northampton's Diagnostic Medical Sonography Program is to provide a quality and comprehensive education in sonography in a learner-centered environment. The graduates will have the knowledge and skills needed to perform quality sonograms. The graduates will serve as integral members of the health care team by contributing to the diagnosis of the patient's illness. The program will instill in its graduates an understanding of diversity and cultural differences, empathy, and good communication skills. The graduates will be able to critically think and problem solve in order to meet the required examination protocol and technical needs on atypical patients. The graduates will embrace the concept that learning is a life-long experience in order to maintain currency in the dynamic field of sonography.

Program Goals

To produce graduates:

- Who are competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the abdominal sonography-extended, obstetrics and gynecology and vascular sonography concentrations
- With a broad knowledge base that enables them to embrace life-long learning
- Who are able to adapt to ever-changing technology in the health care industry
- Who are competent to pass the certification examination
- Who meet or exceed the needs of their employers

Upon Acceptance into the Sonography Program

The Admissions Office will mail to each student, accepted into the program, a form to be completed for criminal background clearance, and a health form for a complete physical examination. The program will ask for written verification that the essential functions/technical standards can be met.

Associate in Applied Science Degree

This program is designed for the individual without an Allied Health background.

Features

The Associate in Applied Science Degree in Diagnostic Medical Sonography at NCC is a 24-month competency-based program beginning in the fall semester of each year. This program is designed for the individual without an Allied Health background. Practice in scanning and instrumentation is done in the lab facility on NCC's campus. The clinical education component of the program is conducted at various clinical affiliates in the Lehigh Valley, Poconos, Bucks County, and New Jersey. There are approximately 1560 hours of clinical education.

Career Potential: Sonographer (RDMS), Vascular Technologist (RVT),Cardiac Sonographer (RCS)

Transfer Potential: Thomas Jefferson University, Misercordia University and Adventist University of Health Sciences.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 140

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DMSG is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DMSG degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DMSG courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Diagnostic Medical Sonography: Abdomen Extended and Vascular, AAS

Overview

Program Title

Diagnostic Medical Sonography: Abdomen Extended and Vascular, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Diagnostic Medical Sonography (Department)	Undergraduate

Are you fascinated by the human body and passionate about healthcare? Consider a career in diagnostic medical sonography, where advanced technology meets compassionate patient care. Sonographers trained in abdominal and vascular scanning use sound waves to capture real-time images of blood vessels and organs, helping physicians detect diseases and guide treatment.

NCC's sonography programs combine lectures with hands-on training using state-of-the-art equipment, both in the classroom and clinical settings, guided by experienced professionals.

The 24-month Abdominal Extended and Vascular track spans six continuous semesters and includes clinical rotations in hospitals, outpatient centers, and vascular departments, totaling over 1,500 clinical hours. Graduates are eligible to sit for both the Abdomen and Vascular Technology certification exams.

NCC's Abdomen-Extended and Vascular concentrations are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).

Learning Outcomes

Learning Outcomes

1. To prepare graduates who are competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the abdominal -extended, obstetrics and gynecology, vascular and adult cardiac sonography concentrations.

2. To prepare graduates with a broad knowledge base that enables them to embrace life-long learning

3. To prepare graduates who are able to adapt to ever-changing technology in the health care industry

4. To prepare graduates who are competent to pass the certification examination.

5. To prepare graduates who meet or exceed the needs of their employers.

Evidence of Learning Outcome 1: Cognitive Domain: -Students will demonstrate comprehensive knowledge and understanding of anatomy, physiology, pathology, and ultrasound principles specific to abdominal sonography, small parts, obstetrics and gynecology, vascular, and/or adult cardiac sonography. Psychomotor and Affective Domains: -Students will proficiently perform ultrasound examinations following prescribed protocols. -Students will demonstrate professional behavior, communication, and patient care skills at their clinical education sites.

Evidence of Learning Outcome 2: -Students will apply sonography concepts to solve complex clinical problems in case studies. -Students will stay updated with evolving technologies and practices in the field by completing journal article reviews and a research paper.

Evidence of Learning Outcome 3: -Students will demonstrate the ability to understand and integrate new ultrasound technologies in lab class practice and practicals. -Students will exhibit proficiency in the clinical setting by completing sonographic competencies.

Evidence of Learning Outcome 4: -Students will engage in review sessions provided by the program and pass mock exams with an 80% or higher success rate. -Students will successfully pass the ARDMS exams required for certification for their area of specialty in their first attempt.

Evidence of Learning Outcome 5: -Students will engage with their community by participating in one or more volunteer activities each year. -Students will mentor a new student entering the DMS program.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 140

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DMSG is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DMSG degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DMSG courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Diagnostic Medical Sonography: Abdomen Extended & Vascular, AAS
Total Course Sequence Credits
84

Year	Semester	Credits
Year 1	Fall	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- DMSG 101 - Essentials of Patient Care

Credits 2

Requirement Select
- DMSG 102 - Introduction to Diagnostic Medical Sonography

Credits 1

Requirement Select
- DMSG 103 - Introduction to Acoustical Physics

Credits 2

Requirement Select
- DMSG 104 - Introduction to Clinical Education

Credits 1

Requirement Select
- DMSG 106 - Vascular Technology - Anatomy, Physiology, Imaging & Critique I

Credits 4

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Spring	18

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- DMSG 105 - Acoustic Physics and Instrument I

Credits 3

Requirement Select
- DMSG 110 - Abdominal Sonography-A&P, I&C I

Credits 4

Requirement Select
- DMSG 123 - Abdominal & Vascular Clinical Education I

Credits 2

Requirement Select
- DMSG 125 - Section Anatomy for Medical Imagers

Credits 1

Requirement Select
- DMSG 237 - Vascular Technology- Anatomy, Physiology, Imaging & Critique II

Credits 4

Year	Semester	Credits
Year 1	Summer	12

Requirement Select
- DMSG 173 - Abdominal & Vascular Clinical Education II

Credits 2

Requirement Select
- DMSG 114 - Gynecologic Sonography- Anatomy, Physiology, Imaging & Critique

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fall	16

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- DMSG 107 - Principles of Cardiovascular Technology

Credits 2

Requirement Select
- DMSG 155 - Acoustic Physics and Instrument II

Credits 2

Requirement Select
- DMSG 160 - Abdominal Sonography-A&P, I&C II

Credits 4

Requirement Select
- DMSG 223 - Abdominal & Vascular Clinical Education III

Credits 2

Requirement Select
- DMSG 241 - Vascular Pathophysiology

Credits 3

Year	Semester	Credits
Year 2	Spring	17

Requirement Select
- DMSG 215G - Small Parts and Special Topics

Credits 2

Requirement Select
- DMSG 233 - Abdominal & Vascular Clinical Education IV

Credits 3

Requirement Select
- DMSG 239 - Vascular Ultrasound Special Topics

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Summer	3

Requirement Select
- DMSG 243 - Abdominal & Vascular Clinical Education V

Credits 3

Program of Study Notes

Human Anatomy and Physiology I is substituted for one of the Human Knowledge courses.

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

DMSG courses must be passed with a C grade or better.

Dental Hygiene, AAS

Overview

Program Title
Dental Hygiene, AAS

Credential Type
Associate in Applied Science

Academic School
Dental Hygiene (Department)

Academic Level
Undergraduate

OVERVIEW

View Program Resource Documents

Program Narrative

Dental Hygiene is a rewarding field that offers flexible work schedules and attractive salaries. If you are interested in working directly with clients to help them achieve and maintain optimal oral health, a career in Dental Hygiene could be a great option.

Dental hygienists are licensed oral health professionals who play an essential role in the field of dentistry. Dental hygienists provide a variety of services that prevent, or limit the extent of, cavities and/or gum disease. They also provide educational, clinical and therapeutic services for people of all ages and in every situation. As a licensed hygienist you could have the opportunity to make a difference in the lives of a range of populations, including the medically compromised, mentally or physically challenged, and socially or culturally disadvantaged. While most dental hygienists practice in private dental offices, others provide services in hospitals, private businesses, correctional institutions and a variety of private and public centers.

Northampton's Dental Hygiene program is among the most respected in Pennsylvania. During the two-year program, all pre-clinical and clinical practice occurs in the dental clinic located at the Fowler Family Southside Center campus. Professional hygienists working in the field enhance the hands-on aspects of the clinical portion of the program. The dental hygiene program is competency-based and assesses all clinical and laboratory courses using pass/fail criteria. Students must earn grades of C (75%) or better in all DENH courses to qualify for semester promotion. If you are interested in a higher level of education, Northampton has developed articulation agreements with dental hygiene baccalaureate degree programs to facilitate admissions and the transfer of credits.

Northampton's program in Dental Hygiene is accredited by the Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611-2678. www.ada.org

Program Mission

While upholding the mission and vision of Northampton Community College, the Dental Hygiene program provides excellent, comprehensive learning experiences to prepare students with the knowledge and clinical skills to competently practice as dental hygienists.

Statement of Values

The Dental Hygiene program values:

- **Excellence** - Quality in the educational experiences that we provide
- **Innovation** - Curricular responsiveness to adapt quickly to changes in the profession
- **Sustainability** - Commitment through our professional actions to respond to the institution, the community, the economy and the environment
- **Accountability** - Individual responsibility for his/her actions, growth and development
- **Integrity** - Academic, personal and professional honesty, fairness, ethical conduct and respect for others
- **Diversity Equity & Inclusion** - Environment that fosters and values every person's contributions, celebrating the ways in which cultures, identities, and backgrounds enrich the dental hygiene program and enhance our profession
- **Engagement** - Involvement in and collaboration with, the communities we serve

Career Potential: Public Health Dental Hygiene Practitioner, Dental Sales, Dental Hygiene Instructor, School Hygienist, Registered Dental Hygienist in a general, periodontic, pediatric, prosthodontic and/or orthodontic private practice.

Transfer Potential: Penn College of Technology, West Virginia University, Farmingdale State College, University of Bridgeport, St. Petersburg College

Learning Outcomes

Learning Outcomes

1. Students will be competent with respect to the Northampton Community College's Dental Hygiene Department document, "Competencies for Entry into the Profession of Dental Hygiene".

2. Students will be prepared to successfully complete the National Board Dental Hygiene Examination and the clinical board examination administered by the Commission on Dental Competency Assessments(CDCA).

3. A relevant, current dental hygiene program will be maintained with a curriculum that reflects the standards of clinical practice, education and research.

4. Quality individualized client-centered dental hygiene care will be provided.

5. Students and faculty will engage in interprofessional collaboration to enhance learning experiences, interpersonal skills, and interactions with diverse populations and health care teams.

6. Students and faculty will participate in community service and professional association activities.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must have completed the following courses:

- High school biology with a lab or BIOS 115* with a grade of "B" or better.
- High school chemistry with a lab with a grade of "B" or better. Alternatively, successful completion of CHEM 135*.

Applicants must be eligible to enroll in the following course based on prerequisites and/or placement criteria:

- ENGL 101

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 2.7 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

* An equivalent course from another college may satisfy this requirement.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

DENH is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the DENH degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all DENH courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Dental Hygiene, AAS
Total Course Sequence Credits
75

Year	Semester	Credits
-	Summer	8

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 1	Fall	16

Requirement Select
- BIOS 160 - Human Biology

Credits 4

Requirement Select
- DENH 103 - Pre-Clinical Preventive Oral Health Services

Credits 3

Requirement Select
- DENH 104 - Foundations of Preventive Oral Health Services

Credits 4

Requirement Select
- DENH 105 - Oral Histology

Credits 1

Requirement Select
- DENH 106 - Oral Anatomy

Credits 2

Requirement Select
- DENH 110 - Oral Radiology

Credits 2

Year	Semester	Credits
Year 1	Spring	18

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- DENH 109 - Oral Radiology Laboratory

Credits 1

Requirement Select
- DENH 150 - Clinical Preventive Oral Health Services I

Credits 3

Requirement Select
- DENH 152 - Preventive Oral Health Services I

Credits 2

Requirement Select
- DENH 153 - Periodontology

Credits 2

Requirement Select
- DENH 154 - Oral Health Care for Medically Complex Clients and Clients with Speical Needs

Credits 1

Requirement Select
- DENH 155 - General and Oral Pathology

Credits 2

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 1	Summer	7

Requirement Select
- DENH 212 - Pharmacology

Credits 2

Requirement Select
- DENH 206 - Local Anesthesia

Credits 2

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 2	Fall	13

Requirement Select
- DENH 205 - Nutrition for the Dental Health Care Provider

Credits 2

Requirement Select
- DENH 210 - Clinical Preventive Oral Health Services II

Credits 4

Requirement Select
- DENH 211 - Preventive Oral Health Services II

Credits 3

Requirement Select
- DENH 220 - Community Dental Health I

Credits 1

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 2	Spring	13

Requirement Select
- DENH 240 - Community Dental Health II

Credits 1

Requirement Select
- DENH 250 - Clinical Preventive Oral Health Services III

Credits 4

Requirement Select
- DENH 251 - Preventive Oral Health Services III

Credits 2

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- General Education Elective (AH or SIT)

Credits 3

Program of Study Notes

For the General Education Elective, students must choose one course from the list of approved courses in one of the following categories: Arts and Humanities (AH); Social Science: Societies and Institutions over Time (SIT).

The free elective requirement has been waived for this program.

Computer competencies and writing intensive work are included in various courses in this program. Thus, completing the program automatically satisfies the computing and writing intensive requirements for this program.

Healthcare Provider CPR and Basic First Aid certifications are required immediately prior to Fall Semester - First Year.

Students must earn grades of "C" or better in all DENH courses to qualify for semester promotion/graduation.

Early Childhood Education: Infant to Grade 4, Certificate

Overview

Program Title
Early Childhood Education: Infant to Grade 4, Certificate

Credential Type	Academic School	Academic Level
Certificate	School of Education and Academic Foundations (School)	Undergraduate

Overview

Program Narrative:

The Early Childhood Certificate program qualifies you to be an Assistant Teacher or Assistant Group Supervisor (per PA DHS guidelines). Learning content and experiences enhance your ability to support all children and families through an understanding of child development, observation and assessment, teaching skills and strategies, content and curriculum development, and advocacy and professionalism.

This certificate can also be used toward the Associate Degree upon completion of the general education requirements.

Transfer Information:

This Early Childhood Certificate program provides a pathway to the AAS in ECE. Students can use this certificate toward the Associate Degree upon completion of the general education requirements. With the AAS Degree complete, students may transfer to a four-year college or university to earn a baccalaureate degree. Transfer options and course guides are found in the links below. Students are strongly encouraged to select a transfer destination as soon as possible. Students should consult with their chosen transfer institution regarding recommended courses that will transfer and be applied to their baccalaureate degree program.

Career Information:
NCCs Certificate in ECE provides hands-on experiences and ongoing field-work, allowing students to get excited about their future from the start. This program can be completed entirely online.

EARLY CHILDHOOD EDUCATION CAREER PATHWAYS
Assistant Group Supervisor in Center-Based Childcare (per PA DHS Requirements)

Licensed Group Childcare Provider

Licensed Family Childcare Provider

Learning Outcomes

Learning Outcomes

Standard 1: Promote Child Development and Learning in Context of Learning: Early childhood educators (a) are grounded in an understanding of the developmental period of early childhood from birth through age 8 across developmental domains. They (b) understand each child as an individual with unique developmental variations. Early childhood educators (c) understand that children learn and develop within relationships and within multiple contexts, including families, cultures, languages, communities, and society. They (d) use this multidimensional knowledge to make evidence-based decisions about how to carry out their responsibilities.

Standard 2: Build Family–Teacher Partnerships and Community Connections: Early childhood educators understand that successful early childhood education depends upon educators' partnerships with the families of the young children they serve. They (a) know about, understand, and value the diversity in family characteristics. Early childhood educators (b) use this understanding to create respectful, responsive, reciprocal relationships with families and to engage with them as partners in their young children's development and learning. They (c) use community resources to support young children's learning and development and to support children's families, and they build connections between early learning settings, schools, and community organizations and agencies.

Standard 3: Child Observation, Documentation, and Assessment: Early childhood educators (a) understand that the primary purpose of assessments is to inform instruction and planning in early learning settings. They (b) know how to use observation, documentation, and other appropriate assessment approaches and tools. Early childhood educators (c) use screening and assessment tools in ways that are ethically grounded and developmentally, culturally, ability, and linguistically appropriate to document developmental progress and promote positive outcomes for each child. In partnership with families and professional colleagues, early childhood educators (d) use assessments to document individual children's progress and, based on the findings, to plan learning experience.

Standard 4: Developmentally, Culturally, and Linguistically Appropriate Teaching Practices: Early childhood educators understand that teaching and learning with young children is a complex enterprise, and its details vary depending on children's ages and characteristics and on the settings in which teaching and learning occur. They (a) understand and demonstrate positive, caring, supportive relationships and interactions as the foundation for their work with young children. They (b) understand and use teaching skills that are responsive to the learning trajectories of young children and to the needs of each child. Early childhood educators (c) use a broad repertoire of developmentally appropriate and culturally and linguistically relevant, anti-bias, and evidence-based teaching approaches that reflect the principles of universal design for learning.

Standard 5: Knowledge, Application, and Integration of Academic Content in the Early Childhood Curriculum: Early childhood educators have knowledge of the content of the academic disciplines (e.g., language and literacy, the arts, mathematics, social studies, science, technology and engineering, physical education) and of the pedagogical methods for teaching each discipline. They (a) understand the central concepts, the methods and tools of inquiry, and the structures in each academic discipline. Educators (b) understand pedagogy, including how young children learn and process information in each discipline, the learning trajectories for each discipline, and how teachers use this knowledge to inform their practice They (c) apply this knowledge using early learning standards and other resources to make decisions about spontaneous and planned learning experiences and about curriculum development, implementation, and evaluation to ensure that learning will be stimulating, challenging, and meaningful to each child.

Standard 6: Professionalism as an Early Childhood Educator: Early childhood educators (a) identify and participate as members of the early childhood profession. They serve as informed advocates for young children, for the families of the children in their care, and for the early childhood profession. They (b) know and use ethical guidelines and other early childhood professional guidelines. They (c) have professional communication skills that effectively support their relationships and work with young children, families, and colleagues. Early childhood educators (d) are continuous, collaborative learners who (e) develop and sustain the habit of reflective and intentional practice in their daily work with young children and as members of the early childhood profession.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Early Childhood Education: Infant to Grade 4, Certificate
Total Course Sequence Credits
36

Year	Semester	Credits
Year 1	Required Courses	36

Requirement Select
- EARL 106 - Early Childhood Development and Learning

Credits 3

Requirement Select
- EARL 107 - Early Childhood Observation and Assessment

Credits 3

Requirement Select
- EARL 126 - Early Childhood Arts

Credits 3

Requirement Select
- EARL 128 - Infant-Toddler Development and Learning

Credits 3

Requirement Select
- EARL 208 - Math in Early Childhood

Credits 3

Requirement Select
- EARL 216 - Language and Literacy in Early Childhood

Credits 3

Requirement Select
- EARL 217 - Child, Family and Community

Credits 3

Requirement Select
- EARL 218 - Science in Early Childhood

Credits 3

Requirement Select
- EARL 244 - Early Childhood Profession

Credits 3

Requirement Select
- EARL 263G - Internship-Early Childhood

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

  OR
- HIST 113 - American History I

  OR
- HIST 163 - American History II

Credits 3

Early Childhood Education: Infant to Grade 4, AAS

Overview

Program Title
Early Childhood Education: Infant to Grade 4, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Education and Academic Foundations (School)	Undergraduate

Overview

Program Narrative

Teaching young children is rewarding and inspiring! Our highly qualified faculty prepares students to be effective teachers of children aged infant to nine years. Graduates may transfer seamlessly to four-year institutions or immediately enter the early care and education profession.

Graduates who transfer within Pennsylvania may enter a four-year institution at the junior level where they will earn a baccalaureate degree and Pre-K to Grade 4 Pennsylvania certification required to teach pre-kindergarten to grade four in public and private schools.

Graduates who enter the early care and education profession are qualified to work as lead teachers in child care centers, Head Start programs, nursery schools, and assistant teachers in pre-kindergarten classrooms. With experience and additional education, graduates may be employed as program directors.

Features

NCC's Early Childhood Program is accredited by the National Association for the Education of Young Children. The entire program is available both on the Bethlehem and Monroe Campuses and Online. English Language Learner (ELL) competencies are introduced in three courses and integrated in other Early Childhood courses. Knowledge and skills related to cultural, linguistic, ability diversity are also embedded in all courses. Observational and supervised field experiences with children from infancy through age nine occur in accredited campus lab schools, work site classrooms and / or approved off campus locations. As part of the field experience, students taking courses online are required to submit video documentation of their teaching. Students need access to digital video and still cameras. The arts are integrated across all courses as symbol systems used to represent, express and construct meaning and understanding. The programs conceptual framework, Art as a Way of Learning , was developed in partnership with Crayola LLC.

Transfer Information

This AAS in Early Childhood Education provides a pathway to transfer to a four-year college or university where students can earn a baccalaureate degree. Transfer options and course guides are found in the links below. Students are strongly encouraged to select a transfer destination as soon as possible. Students should consult with their chosen transfer institution regarding recommended courses that will transfer and be applied to their baccalaureate degree program.

- Wilkes University
- Kutztown University
- East Stroudsburg University
- Bloomsburg University
- Lock Haven University
- Moravian College
- DeSales University

Career Information

NCC's accredited associate degree program focuses on hands-on experiences and ongoing field-work, allowing students to get excited about their future from the start. Whether you plan to enter the workforce immediately after graduation or transfer, you will be prepared with the knowledge and skills you need to make a difference. The associate degree transfers smoothly into a baccalaureate level Pre-K to Grade 4 teacher certification program. This program can be completed entirely online.

Career Pathways:

- Preschool Teacher
- Classroom Assistants
- Family Child Care Provider
- Group Supervisor
- Program Director
- Certified Teacher Pre-K to Grade 4

Learning Outcomes

Learning Outcomes

Standard 1: Promote Child Development and Learning in Context of Learning: Early childhood educators (a) are grounded in an understanding of the developmental period of early childhood from birth through age 8 across developmental domains. They (b) understand each child as an individual with unique developmental variations. Early childhood educators (c) understand that children learn and develop within relationships and within multiple contexts, including families, cultures, languages, communities, and society. They (d) use this multidimensional knowledge to make evidence-based decisions about how to carry out their responsibilities.

Standard 2: Build Family–Teacher Partnerships and Community Connections: Early childhood educators understand that successful early childhood education depends upon educators' partnerships with the families of the young children they serve. They (a) know about, understand, and value the diversity in family characteristics. Early childhood educators (b) use this understanding to create respectful, responsive, reciprocal relationships with families and to engage with them as partners in their young children's development and learning. They (c) use community resources to support young children's learning and development and to support children's families, and they build connections between early learning settings, schools, and community organizations and agencies.

Standard 3: Child Observation, Documentation, and Assessment: Early childhood educators (a) understand that the primary purpose of assessments is to inform instruction and planning in early learning settings. They (b) know how to use observation, documentation, and other appropriate assessment approaches and tools. Early childhood educators (c) use screening and assessment tools in ways that are ethically grounded and developmentally, culturally, ability, and linguistically appropriate to document developmental progress and promote positive outcomes for each child. In partnership with families and professional colleagues, early childhood educators (d) use assessments to document individual children's progress and, based on the findings, to plan learning experience.

Standard 4: Developmentally, Culturally, and Linguistically Appropriate Teaching Practices: Early childhood educators understand that teaching and learning with young children is a complex enterprise, and its details vary depending on children's ages and characteristics and on the settings in which teaching and learning occur. They (a) understand and demonstrate positive, caring, supportive relationships and interactions as the foundation for their work with young children. They (b) understand and use teaching skills that are responsive to the learning trajectories of young children and to the needs of each child. Early childhood educators (c) use a broad repertoire of developmentally appropriate and culturally and linguistically relevant, anti-bias, and evidence-based teaching approaches that reflect the principles of universal design for learning.

Standard 5: Knowledge, Application, and Integration of Academic Content in the Early Childhood Curriculum: Early childhood educators have knowledge of the content of the academic disciplines (e.g., language and literacy, the arts, mathematics, social studies, science, technology and engineering, physical education) and of the pedagogical methods for teaching each discipline. They (a) understand the central concepts, the methods and tools of inquiry, and the structures in each academic discipline. Educators (b) understand pedagogy, including how young children learn and process information in each discipline, the learning trajectories for each discipline, and how teachers use this knowledge to inform their practice They (c) apply this knowledge using early learning standards and other resources to make decisions about spontaneous and planned learning experiences and about curriculum development, implementation, and evaluation to ensure that learning will be stimulating, challenging, and meaningful to each child.

Standard 6: Professionalism as an Early Childhood Educator: Early childhood educators (a) identify and participate as members of the early childhood profession. They serve as informed advocates for young children, for the families of the children in their care, and for the early childhood profession. They (b) know and use ethical guidelines and other early childhood professional guidelines. They (c) have professional communication skills that effectively support their relationships and work with young children, families, and colleagues. Early childhood educators (d) are continuous, collaborative learners who (e) develop and sustain the habit of reflective and intentional practice in their daily work with young children and as members of the early childhood profession.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Early Childhood Education: Infant to Grade 4, Associate in Applied Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- MATH 118 - Foundations of Mathematics I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- EARL 106 - Early Childhood Development and Learning

Credits 3

Requirement Select
- EARL 107 - Early Childhood Observation and Assessment

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- EARL 128 - Infant-Toddler Development and Learning

Credits 3

Requirement Select
- MATH 119 - Foundations of Mathematics II

Credits 3

Requirement Select
- SPEC 160 - Introduction to Special Education

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- EARL 126 - Early Childhood Arts

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- SOCA 103 - Principles of Sociology
  OR
- SOCA 102 - Cultural Anthropology
  OR
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- EARL 217 - Child, Family and Community

Credits 3

Requirement Select
- EARL 208 - Math in Early Childhood

Credits 3

Requirement Select
- EARL 216 - Language and Literacy in Early Childhood

Credits 3

Requirement Select
- ARTA 100 - Art and Visual Thinking
  OR
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- DANC 101 - Dance History
  OR
- ARTA 101 - Art History Survey

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- BIOS 105 - Contemporary Biology

Credits 4

Requirement Select
- EARL 218 - Science in Early Childhood

Credits 3

Requirement Select
- EARL 244 - Early Childhood Profession

Credits 3

Requirement Select
- EARL 263G - Internship-Early Childhood

Credits 3

Requirement Select

- GEOG 101 - Cultures, Peoples and the Environments of the World
  OR
- HIST 113 - American History I
  OR
- HIST 163 - American History II

Credits 3

Program of Study Notes

Computer competencies are included in various courses in the program. Thus, completing the program automatically satisfies the computing requirement for this program.

Students must maintain a grade of "C" or better in all Early Childhood Education courses.

One course must be designated Diversity and Global Awareness (D).

EARL263G satisfies the Writing Intensive (WI) requirement for the program.

Leadership for Early Childhood Program Directors, SD

Overview

Program Title

Leadership for Early Childhood Program Directors, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Education and Academic Foundations (School)	Undergraduate

Overview

Program Prerequisite: 15 credits in Early Childhood/Child Development course work or department approval.

This program provides training for current and future directors and owners of early childcare centers and programs. Coursework covers leadership, organization, administration and business management. Program meets Pennsylvania Director's Credential requirement.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Leadership for Early Childhood Program Directors, Specialized Diploma
Total Course Sequence Credits
9

Year	Semester	Credits
Year 1	Required Courses	9

Requirement Select

- EARL 231 - Organizing and Administration of Early Child Programs

Credits 3

Requirement Select

- EARL 232 - Leadership Seminar in Early Child Education

Credits 3

Requirement Select

- EARL 233 - The Business of Early Learning and School-Age Programs

Credits 3

Middle Level Education: Grades 4-8, AA

Overview

Program Title
Middle Level Education: Grades 4-8, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Education and Academic Foundations (School)	Undergraduate

Overview

Program Narrative

The need for dedicated, caring, and highly skilled teachers in our nation's schools is greater than ever before. Northampton is committed to providing an excellent foundation for students preparing to major in middle level education when they transfer to a four-year college or university.

The College offers the first two years of the baccalaureate degree program. Completion of the Associate in Arts Degree with a major in Middle Level Education: Grades 4 to 8 allows for a smooth transition to a four-year institution. At the transfer institution students will take advanced courses leading to a degree and certification for grades 4 through 8.

Students interested in becoming an art teacher should refer to the Individualized Transfer Studies major which is the pathway from NCC to Kutztown University for art education.

Transfer Information

This AA in Middle Level Education provides a pathway to transfer to a four-year college or university where students can earn a baccalaureate degree and apply for their teacher licensure. Students are strongly encouraged to select a transfer destination as soon as possible. Students should consult with their chosen transfer institution regarding recommended courses that will transfer and be applied to their baccalaureate degree program. These are some of the places NCC students transfer frequently to, though students may transfer to a wide variety of institutions.

- East Stroudsburg University
- Kutztown University
- Bloomsburg University
- Moravian College

Career Information

NCC's associate degree program focuses on hands-on experiences and ongoing field-work, allowing students to get excited about their future from the start. The associate degree transfers smoothly into a baccalaureate level middle level education teacher certification program. Most, but not all, of the courses can be completed online.

Learning Outcomes

Learning Outcomes

1. Explain the distinctive philosophy and characteristic components of developmentally responsive middle level programs and schools.

2. Identify the range of developmental differences of all young adolescents and the implications of these differences for teaching and learning.

3. Explain the historical, legal, and philosophical frameworks of special education to describe current trends, evidence-based practices, and resources relevant to the education of children with exceptionalities.

4. Summarize the process of acquiring multiple languages and literacy skills, and the sociocultural characteristics of English Language Learners.

5. Plan positive, productive teaching and learning opportunities that take into consideration the developmental differences of adolescents.

6. Practice being a positive role model and tutor to middle level students by upholding high professional standards in the school setting during 40 hours of early field experience.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Middle Level Education: Grades 4 to 8, Associate in Arts

Total Course Sequence Credits
63 - 65

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- EDUC 115 - Education for All Students

Credits 3

Requirement Select
- HIST 113 - American History I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- EDUC 260G - Adolescent Development & Cognition

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Requirement Select
- BIOS 105 - Contemporary Biology

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16 - 17

Requirement Select
- SPEC 160 - Introduction to Special Education

Credits 3

Requirement Select
- MATH 118 - Foundations of Mathematics I

Credits 3

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Requirement Select
- Transfer Elective

Credits 3 - 4

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- ENGL 215G - Multicultural Adolescent Lit

Credits 3

Requirement Select
- MATH 119 - Foundations of Mathematics II

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- Transfer Elective

Credits 3 - 4

Program of Study Notes

- Computer competencies are included in various courses in the program.

  Transfer Electives must be selected with the advice of an academic advisor so that courses will transfer to the student's intended teacher certification program and correspond to the area of subject content the student will teach at the middle school level.

Secondary Education, AA

Overview

Program Title
Secondary Education, AA

Credential Type
Associate in Arts

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview

Program Narrative

The Secondary Education major is designed for students who intend to teach Math, Science, English, a foreign language, history, social studies, or social science, at the high school level. The College offers the first two years of the baccalaureate degree program. Completion of the Associate in Arts Degree with a major in Secondary Education allows for a smooth transition to a four-year institution. At the transfer institution students will take advanced courses leading to a degree and certification for grades 7 through 12.

The need for dedicated, caring, and highly skilled teachers in our nation's schools is greater than ever before. Northampton is committed to providing an excellent foundation for students preparing to major in secondary education when they transfer to a four-year college or university.

Students interested in becoming an art teacher should refer to the Individualized Transfer Studies major which is the pathway from NCC to Kutztown University for art education.

Transfer Information

This AA in Secondary Education provides a pathway to transfer to a four-year college or university where students can earn a baccalaureate degree and apply for their teacher licensure. Students are strongly encouraged to select a transfer destination as soon as possible. Students should consult with their chosen transfer institution regarding recommended courses that will transfer and be applied to their baccalaureate degree program. These are some of the places NCC students transfer frequently to, though students may transfer to a wide variety of institutions.

- East Stroudsburg University
- Kutztown University
- Bloomsburg University
- Moravian College
- DeSales University
- Cedar Crest College

Career Information

NCC's associate degree program focuses on hands-on experiences and ongoing field-work, allowing students to get excited about their future from the start. The associate degree transfers smoothly into a baccalaureate level secondary education teacher certification program. Most, but not all, of the courses can be completed online.

Learning Outcomes

Learning Outcomes

1. Explain the philosophy of secondary education and its grounding in the social, philosophical, and historical foundations of education.

2. Describe the range of cognitive and developmental differences of all adolescents and the implications of these differences for teaching and learning.

3. Identify and apply strategies that provide adolescent students with appropriate skills in making the transition from middle-level to high school, and then to full adult citizenship.

4. Explain the historical, legal, and philosophical frameworks of special education to describe current trends, evidence-based practices, and resources relevant to the education of children with exceptionalities.

5. Summarize the process of acquiring multiple languages and literacy skills, and the sociocultural characteristics of English Language Learners.

6. Practice being a positive role model and tutor to adolescent students by upholding high professional standards in the school setting during 40 hours of early field experience.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Secondary Education, Associate in Arts
Total Course Sequence Credits
62 - 69

Year	Semester	Credits
Year 1	First Semester	16 - 18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- Transfer Elective

Credits 3 - 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- EDUC 115 - Education for All Students

Credits 3

Requirement Select
- Mathematics Elective (QL) for Secondary Education, AA

Credits 3 - 4

Year	Semester	Credits
Year 1	Second Semester	16 - 17

Requirement Select
- EDUC 260G - Adolescent Development & Cognition

Credits 3

Requirement Select
- Mathematics Elective (QL) for Secondary Education, AA

Credits 3 - 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 18

Requirement Select
- SPEC 160 - Introduction to Special Education

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- Transfer Elective

Credits 9 - 12

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- ENGL 215G - Multicultural Adolescent Lit

Credits 3

Requirement Select
- Transfer Elective

Credits 12 - 13

Program of Study Notes

Computer competencies are included in various courses in the program.

Transfer Electives must be selected with the advice of an academic advisor so that courses will transfer to the student's intended teacher certification program and correspond to the area of subject content the student will teach at the high school level.

Electrical Technology, Certificate

Overview

Program Title
Electrical Technology, Certificate

Credential Type
Certificate

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups displaying the ability to work independently & collaboratively for observation, integrative, and synthetic skills.

2. Interpret technical information in the form of architectural drawings, schematics, and electrical specifications.

3. Construct, analyze, and troubleshoot common industrial circuits used in control and distribution.

4. Properly use test equipment to troubleshoot electrical circuits.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data-gathering skills.

Course Sequence

Course Sequence Name
Course Sequence - Electrical Technology, Certificate
Total Course Sequence Credits
39 - 41

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 1	Second Semester	14 - 15

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- Technical Elective for Electrical Technology

Credits 3 - 4

Year	Semester	Credits
Year 2	Third Semester	12 - 13

Requirement Select
- ELTC 109 - Electrical Wiring II

Credits 3

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Requirement Select

- ENGL 101 - English I

Credits 3

Requirement Select

- Technical Elective for Electrical Technology

Credits 2 - 3

Program of Study Notes

OSAH101 Construction Industry Outreach Safety Education is the recommended selection.

Eligible technical electives: any ELTC, HVAC, CADM, EMEC, ELEC, ENGG, CHEM, CISC, or WELD. Ineligible electives: CADM 100, CADM 117, or EMEC 115.

Electrical Technology, AAS

Overview

Program Title

Electrical Technology, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

There has never been a more rewarding time to consider entering the electrical trades. With a large number of electricians approaching retirement age and the increasing technical complexity of new equipment, skilled electrical technicians are consistently in demand now and into the future. If you enjoy hands-on physical activities combined with complex problem solving opportunities, the electrical trade offers you a rewarding career path.

Northampton's electrical technology program offers a range of stackable degrees; starting with a specialized diploma that can be completed in one-year, a certificate requiring a minimum of 41 credits, and an AAS degree requiring a minimum of 63 credits.

All of our electrical programs are designed to be completed on either a full time or a part time basis, with most courses available in the evenings as well as during the day.

Features

The electrical technology AAS degree offers students an advanced technical credential for those interested in starting an electrical career in the construction trades or pursuing electrical technician positions in the advanced manufacturing sector. All students completing this program will gain a broad understanding of fundamental electrical principles, residential and commercial wiring practices, and basic PLC / VFD programming/operation. In addition, students may tailor their second year technical courses to focus on their specific career goals, selecting from more advanced electrical courses including solar PV systems design, advanced industrial control systems, or specialized wiring courses. The program is rounded out by including general education courses that will prepare you to better communicate and build teamwork at your organization, vital skills that are required to advance into supervisory positions.

Graduates from this program will have employment opportunities as electricians, electrical service technicians, and electrical maintenance personal in both the construction and advanced manufacturing sectors.

Transfer Information:

- While the program is not specifically intended for transfer, it will be considered on a case-by-case basis by Pennsylvania College of Technology.
- In addition, this program is eligible for the Bloomsburg partnership program for their Bachelor of Applied Science in Technical Leadership 4 year degree.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work and independently and collaboratively.

2. Demonstrate competent speaking skills when working with diverse groups.

3. Demonstrate skills in collecting, analyzing and applying technical information.

4. Explain basic electrical theories, including Ohms, Kirchhoffs, and Watts laws.

5. Properly use test equipment to troubleshoot electrical circuits.

6. Interpret technical information in the form of schematics and electrical specifications.

7. Describe the function and application of electrical equipment as used in residential, commercial and industrial environments.

8. Construct, analyze, and troubleshoot common industrial circuits used in control and distribution.

9. Properly interpret and apply the National Electric Code in common residential, commercial, and industrial applications.

10. Demonstrate electrical safety practices when working with electrical control and distribution equipment.

11. Apply mathematics to prepare electrical system documentation.

Course Sequence

Course Sequence Name
Course Sequence - Electrical Technology, Associate in Applied Science
Total Course Sequence Credits
61 - 63

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- ELTC 109 - Electrical Wiring II

Credits 3

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Technical Elective for Electrical Technology

Credits 2 - 3

Year	Semester	Credits
Year 2	Fourth Semester	13 - 14

Requirement Select
- ELTC 211 - National Electrical Code

Credits 4

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- Technical Elective for Electrical Technology

Credits 3 - 4

Program of Study Notes

OSAH101 Construction Industry Outreach Safety Education is the recommended selection.

For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institution over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

One course should be designated as Diversity and Global Awareness (D) for degree completion.

Completion of one General Education Elective in a Writing Intensive (WI) section satisfies the Writing Intensive (WI) requirement. GEOG121G Environmental Sustainability is recommended.

Eligible technical electives: any ELTC, HVAC, CADM, EMEC, ELEC, ENGG, CHEM, CISC, or WELD. Ineligible electives: CADM 100, CADM 117, or EMEC 115.

Electrical Technology, SD

Overview

Program Title
Electrical Technology, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

There has never been a more rewarding time to consider entering the electrical trades. With a large number of electricians approaching retirement age and the increasing technical complexity of new equipment, skilled electrical technicians are consistently in demand now and into the future. If you enjoy hands-on physical activities combined with complex problem solving opportunities, the electrical trade offers you a rewarding career path.

Northampton's electrical technology program offers a range of stackable degrees; starting with a specialized diploma that can be completed in one-year, a certificate requiring a minimum of 39 credits, and an AAS degree requiring a minimum of 64 credits.

All of our electrical programs are designed to be completed on either a full time or a part time basis, with most courses available in the evenings as well as during the day.

Features

The specialized diploma in electrical technology offers students an entry-level credential for those interested in starting a career in the electrical trades. Students completing this program will gain a broad understanding of fundamental electrical principles, as well as valuable skills in residential wiring, basic electrical troubleshooting, and construction print reading. In addition, you will have the opportunity to learn about the basic industrial wiring of motors, sensors and controls; key electrical skills that are necessary in a wide variety of industries.

Graduates will have entry level employment opportunities as apprenticeship electricians in both the construction and manufacturing sectors.

Our program is designed to be completed either on a full time or part time basis, with most courses available in the evenings as well as during the day on NCCs main campus.

All course work in this program may be directly applied toward Northampton's more comprehensive electrical technology certificate or our Associate of Applied Science (AAS) degree in electrical technology.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.

2. Demonstrate skills in collecting, analyzing and applying technical information.

3. Explain basic electrical theories, including Ohms, Kirchhoffs, and Watts laws.

4. Properly employ test equipment to troubleshoot basic electrical circuits.

5. Interpret technical information in the form of architectural drawings, schematics and electrical specifications.

6. Describe the function and application of common electrical equipment as used in residential and light industrial environments.

7. Explain basic electrical safety procedures.

Course Sequence

Course Sequence Name
Course Sequence - Electrical Technology, Specialized Diploma
Total Course Sequence Credits
27 - 28

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 1	Second Semester	14 - 15

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- Technical Elective for Electrical Technology

Credits 3 - 4

Program of Study Notes

OSAH101 Construction Industry Outreach Safety Education is the recommended selection.

Eligible technical electives: any ELTC, HVAC, CADM, ELEC, EMEC, ENGG, CHEM, CISC, or WELD. Ineligible electives: CADM 100, CADM 117, or EMEC 115.

Electromechanical Technology Automated Systems, AAS

Overview

Program Title

Electromechanical Technology Automated Systems, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Industrial technology is a high priority occupation. The use of electromechanical automation to control manufacturing processes enables high productivity and competitiveness in the global economy. It also demands well-trained technicians who can service, maintain, install and retrofit this sophisticated equipment.

Northampton's Electromechanical Technology Automated Systems A.A.S. degree program is designed to prepare you to enter the maintenance or computer controlled manufacturing environment. Our graduates are qualified to work on such technology as robotics, material handling systems and pharmaceutical packagers as well as most machines and equipment that are controlled with programmable logic controllers.

You can choose to complete our specialized diploma in Machine Repair or our certificate in Process Control Instrumentation to enter the field more quickly. However, if you would like to add to your competitiveness or are considering furthering your education, Northampton's associate's degree in Electromechanical Technology is an excellent option. Specialized diploma courses can be applied towards the EMEC AAS degree.

Features

Northampton's Electromechanical Technology Automated Systems program curriculum was developed with the assistance of many of the area's leading manufacturers and engineering firms. The program was designed to meet the demands of local and national manufacturers for entry-level employees who have broad-based hands-on skills.

As a student in the program, you'll gain a strong understanding of basic electrical, mechanical and computer skills before actual hands-on exposure to programmable equipment and instrumentation. Industry experienced instructors introduce you to specific areas of expertise such as motor controls, fluid power, mechanisms, programmable logic controllers, industrial instrumentation and networks.

As part of the associate's degree program, you will complete general education coursework that prepares you to better communicate and work with all departments within an organization. This can be vital if you wish to grow into a supervisory position.

Graduates of this program can transfer their coursework towards a Bachelor of Science degree in: Applied Engineering Technology or Applied Management. Bloomsburg University offers a Bachelor of Applied Science in Technical Leadership through with all Bloomsburg courses taught at Northampton Community College. Check with your advisor for more information about these opportunities

Endorsed by Local Employers

Potential employers for those following this electromechanical technology pathway include:

- Manufacturers
- Construction Companies
- Automated Equipment Integrators

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Robert E. Wolff, at 610.332.6169 or rwolff@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Electromechanical Technician, Industrial Maintenance Technician, Instrumentation Technician, Maintenance Supervisor.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently & collaboratively.
2. Demonstrate competent speaking skills when working with diverse groups.
3. Describe the operation and application of commonly used automated technology and instrumentation used in modern manufacturing and processing.
4. Demonstrate observational, integrative and synthetic skills.
5. Demonstrate proficient research and computer skills in data gathering and analysis.
6. Demonstrate a basic framework of technical vocabulary and graphics interpretation applicable to the area of equipment maintenance and design.
7. Describe the principles and function of the mechanical, electrical and fluid power components and assemblies used in automated equipment.
8. Operate, program, troubleshoot, repair and modify programmable automation equipment and associated components commonly found in industry.
9. Demonstrate the proper use of common tools and measuring gages used in automated systems.
10. Apply mathematics to solving equipment related problems.
11. Analyze and present data in an acceptable and standardized manner.
12. Demonstrate the use of OSHA safety standards in servicing electromechanical equipment.
13. Demonstrate competent technical writing skills.

Course Sequence

Course Sequence Name
Course Sequence - Electromechanical Technology Automated Systems, Associate in Applied Science
Total Course Sequence Credits
68

Year	Semester	Credits
Year 1	First Semester	18

Requirement Select
- COLS 101 - College Success

Credits 3

Requirement Select
- CADM 117 - Technical Drawings

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 125 - Process and Automation Diagrams- Process and Instrumentation Drawings

Credits 2

Requirement Select
- EMEC 130 - Introduction to Process Control

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 105 - Introduction to Fluid Power

Credits 3

Requirement Select
- EMEC 110 - Mechanical Components

Credits 3

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- EMEC 205 - Electrical Controls of Fluid Power

Credits 3

Requirement Select
- EMEC 220 - Instrumentation I

Credits 3

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Requirement Select
- PHYS 101 - Physics I

Credits 4

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- EMEC 225 - Instrumentation II

Credits 3

Requirement Select
- EMEC 245 - Industrial Control Systems II

Credits 3

Requirement Select
- EMEC 251 - Mechanical Systems

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

  OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

OSAH102 General Industry Outreach Safety Education General Industry is the recommended selection.

For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

One course should be designated as Diversity and Global Awareness (D).

Completion of one General Education Elective in a Writing Intensive (WI) section satisfies the Writing Intensive (WI) requirement. GEOG121G Environmental Sustainability is recommended.

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

Emergency Services Administration, AAS

Overview

Program Title
Emergency Services Administration, AAS

Credential Type
Associate in Applied Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative

Whether an emergency is the result of a natural disaster or man-made, governments, schools, hospitals and industry need to be able to respond effectively. Emergency Services administrators are the managers who are charged with meeting this important challenge by providing fire, police, emergency medical services and more. Northampton's associate's degree is open to all qualified applicants. If you are an experienced first responder interested in advancing your career, this program could be an excellent option for you. Individuals employed in the private sector as safety officers or security professionals can also develop and strengthen their capabilities and effectiveness by completing this program.

Northampton's graduates are employed in positions with job titles such as emergency management coordinator, deputy or assistant emergency management coordinator, public safety director, emergency operations director, fire fighter, emergency medical technician, law enforcement official, safety professional or security coordinator.

Features

Our program and course content has been developed to be congruent with concepts established by the Federal Emergency Management Agency (FEMA), Pennsylvania Emergency Management Agency (PEMA) and local emergency planning committees. Courses emphasize an interoperable approach to the total cycle of emergency management. We develop your administrative skills, including accounting and human resources management, so that you can function at an operational level within an emergency response organization or agency. Required General Education courses round out your training so that you are equipped to communicate well with diverse staff and the community.

Requirements

The Emergency Services Administration degree contains provisions for a free elective of three credits in addition to the General Education electives. This program can be completed in the day or evening, on a full-time or part-time basis. This program is offered on our virtual campus. No scheduled course meetings, requires online, independent work.

View our Non-credit & Continuing Education Training Programs

Career Potential: Emergency Management Coordinators, Fire Officer, Law Enforcement Officer, Emergency Medical Supervisor, Safety and Security Director, Corrections Officer, Emergency Management Specialist, Emergency Response Manager

Learning Outcomes

Learning Outcomes

1. Demonstrate an understanding of administrative principles as they relate to accounting/finance and management.

2. Apply emergency service and public safety skills as they relate to agency/organization operations.

3. Acquire and demonstrate strong presentation and communication skills.

4. Acquire and practice an understanding of ethics and legal responsibility as they pertain to the gravity of emergency response and public safety.

5. Work effectively in both individual and team environments.

6. Design and implement a cohesive administrative strategy, effectively combining all elements of successful business practice.

7. Employ critical thinking and problem-solving techniques relevant to emergency situations.

Course Sequence

Course Sequence Name
Course Sequence - Emergency Services Administration, Associate in Applied Science
Total Course Sequence Credits
61

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- EMGS 120 - Emerg Srvs Health and Safety

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- EMGS 122 - Emergency Action Planning

Credits 3

Requirement Select
- EMGS 231 - Law for Emergency Services

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- EMGS 217 - Public Information and Relations

Credits 3

Requirement Select
- EMGS 221 - Emergency Service Management

Credits 3

Requirement Select
- POLS 251 - State and Local Government

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- EMGS 216 - Emergency Fiscal Administration

Credits 3

Requirement Select
- EMGS 218 - Incident Command and Management

Credits 3

Requirement Select
- EMGS 219 - Regulatory Compliance

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

For the General Education Electives, students must select one course from the list of approved courses in each of the following categories: Arts & Humanities (AH) and Social Science: Scientific Study of Human Behavior (SSHB).

One General Education Elective must be taken in a Writing Intensive (WI) section, and one should be designated as Diversity and Global Awareness (D).

Emergency Services Technology, AAS

Overview

Program Title
Emergency Services Technology, AAS

Credential Type
Associate in Applied Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Narrative

In the emergency services professions, masterful skills and attention to detail are essential elements that lead to successful outcomes.

NCC's Emergency Services Technology program provides the education and training you will need to safely and effectively perform the difficult and dangerous duties of saving lives and property. The increasing demand for emergency responders is being driven by the escalating needs of the various communities being served. NCC's Emergency Services Degree is intended to prepare responders to meet those needs. This revised degree contains three concept electives that will allow students to choose between fire, emergency medical, or security technologies. In essence, specific discipline focus based on individual interest is determined by the student.

The program takes into account the logistical challenges of incumbent responders seeking to enhance their skills while additionally meeting the needs of recent high school graduates who are interested in the emergency services. The various experience levels of students in the same class provides for a unique dimension to learning. A number of courses are offered in distance learning formats to accommodate student scheduling challenges. Introduction of eight weeklong semesters will also allow students the ability to manage their time commitments.

Please Note: Students are required to supply their own NFPA compliant turn-out-gear and self-contained breathing apparatus.

Features

A number of program electives are available to allow you to select and focus on your area of personal interest. You will learn the professional techniques you need to meet the challenges in your specific area. In addition, you will take courses in general education to help give you a broader understanding of the type of work for which you are preparing. To help students and graduates stay up to date, we will announce through the program special "brush-up" and recertification seminars in EMT, CPR, and other related offerings.

Enrollment in the EMT program is limited and priority will be given to students who are affiliated with a state-recognized Emergency Services program. You can enter this program any given semester and can complete it within four years by attending distance learning classes on a part-time basis. Except for hands-on portions of the program, this program is offered on our virtual campus where there are no scheduled course meetings and requires online, independent work.

Career Potential: Security Officers, Law Enforcement Officers, Homeland Security, Emergency Medical Technicians, Emergency Medical Responders, Emergency Management Specialist, Emergency Management Coordinator

Learning Outcomes

Learning Outcomes

1. Apply interoperable emergency response and decision-making skills to achieve positive outcomes.

2. Demonstrate functionality as it relates to emergency response information technology.

3. Function within nationally recognized guidelines and/or standards as an interoperable emergency first responder.

4. Apply emergency service and public safety skills as they relate to mitigation, preparedness, response, and recovery operations.

5. Develop an interoperable management approach in the various segments of emergency services, Public Safety (Fire/Emergency Medical), and the Private Sector (Industry).

6. Discuss ethical, moral, and legal issues associated with emergency response environments and be able to apply these concepts within the context of expected behavior.

Course Sequence

Course Sequence Name
Course Sequence - Emergency Services Technology, AAS
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- EMGS 118 - Introduction to Crime Scene Identification, Preservation and Investigation

Credits 3

Requirement Select
- EMGS 120 - Emerg Srvs Health and Safety

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- EMGS 231 - Law for Emergency Services

Credits 3

Requirement Select
- EMGS 122 - Emergency Action Planning

Credits 3

Requirement Select
- Emergency Services Technology Concept Elective

Credits 6

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- EMGS 256 - First Responder Stress Awareness and Management

Credits 3

Requirement Select
- Emergency Services Technology Concept Elective

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- EMGS 201 - Chemistry of Hazardous Materials

Credits 3

Requirement Select
- EMGS 207 - Technology Applications for Emergency Services

Credits 3

Requirement Select
- EMGS 218 - Incident Command and Management

Credits 3

Requirement Select
- Emergency Services Technology Concept Elective

Credits 3

Program of Study Notes

One course should be designated as Diversity and Global Awareness (D).

One General Education Elective must be taken in a Writing Intensive (WI) section.

Concept Electives

Fire Technology

1. EMGS104 Ess of Fireftg & Emerg Response (2nd semester)
2. EMGS105 Ess of Interior Fire & Emerg Res (2nd semester)
3. EMGS151 Fire Prevention (3rd semester)
4. EMGS109 Vehicle Rescue (4th semester)

EMS Technology

1. EMGS115 Emergency Medical Tech - Basic (2nd semester)
2. EMGS208 Op Risk Mgmt for EMS (3rd semester)
3. EMGS220 Methods of EMS Tactical Response (4th semester)

Security Technology

1. EMGS119 Fundamentals of Homeland Security (2nd semester)
2. EMGS160 Introduction to Security (2nd semester)
3. EMGS235 Security Management (3rd semester)
4. EMGS219 Regulatory Compliance (4th semester)

Emergency Services Specialist, SD

Overview

Program Title
Emergency Services Specialist, SD

Credential Type
Specialized Diploma

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative

The demand for well-trained people in the emergency services field is ongoing and the employment outlook is very good. NCC's Emergency Services Specialist diploma program was created to respond to the workforce needs of our region and is unique in Northampton County.

The program provides an opportunity for anyone wanting to enter or advance quickly in this challenging career field. The program is an excellent option for people currently employed as emergency service personnel who want additional training and education for professional advancement or for personal growth in the profession.

Please Note: Students are required to supply their own NFPA compliant turn-out-gear and self-contained breathing apparatus.

Features

If you are interested in a fast-track option, our Emergency Services Specialist program provides an alternative level of achievement in a shorter period of time compared to our associate's degree program. The curriculum includes five required courses (16 credits) and nine credits of EMGS elective courses allowing you to tailor the program to your individual goals and interests. Electives include firefighting courses, rescue courses, Emergency Medical Technician courses, and management courses.

After you've completed the specialized diploma, you may choose to continue your studies. In this case, you can apply all of your specialized diploma courses toward an associate degree program or transfer your credits to another institution. All of the courses in the specialized diploma curriculum are offered as part of the current degree program.

Requirements

The program can be completed on a part-time schedule. Except for hands-on portions of the program, this program is offered on our virtual campus where there are no scheduled course meetings and requires online, independent work.

Contact the Admissions Office at 610-861-5500 for further information.

Career Potential: Emergency Management Specialist, Emergency Medical Service Specialist, Firefighter

Learning Outcomes

Learning Outcomes

1. Apply interoperable emergency response and decision-making skills to achieve positive outcomes.

2. Demonstrate functionality as it relates to emergency response information technology.

3. Function within nationally recognized guidelines and/or standards as an interoperable emergency first responder.

4. Apply emergency service and public safety skills as they relate to mitigation, preparedness, response, and recovery operations.

5. Develop an interoperable management approach in the various segments of emergency services, Public Safety (Fire/Emergency Medical), and the Private Sector (Industry).

6. Discuss ethical, moral, and legal issues associated with emergency response environments and be able to apply these concepts within the context of expected behavior.

Course Sequence

Course Sequence Name
Course Sequence - Emergency Services Specialist, Specialized Diploma
Total Course Sequence Credits
25

Year	Semester	Credits
-	-	25

Requirement Select
- EMGS 104 - Essentials of Firefighting and Emergency Response

Credits 4

Requirement Select
- EMGS 151 - Fire Prevention

Credits 3

Requirement Select
- EMGS 221 - Emergency Service Management

Credits 3

Requirement Select
- EMGS 231 - Law for Emergency Services

Credits 3

Requirement Select
- EMGS 201 - Chemistry of Hazardous Materials

Credits 3

Requirement Select
- Emergency Services Specialist Elective

Credits 9

Program of Study Notes

Emergency Services Specialist program electives are restricted to courses with an EMGS prefix.

Emergency Medical Technician, SD

Overview

Program Title

Emergency Medical Technician, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Health Professions and Science (School)	Undergraduate

Course Sequence

Course Sequence Name

Emergency Medical Technician, SD

Total Course Sequence Credits

6

Year	Semester	Credits
Year 1	-	6

Requirement Select

- EMGS 115 - Emergency Medical Technician - Basic

Credits 6

Engineering, AS

Overview

Program Title

Engineering, AS

Credential Type	Academic School	Academic Level
Associate in Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Engineering program is designed primarily for transfer to a baccalaureate degree program in engineering. If your goal is to earn a bachelor's degree in engineering, our program can be an affordable and convenient way to get started. Many of our students transfer and complete degrees at Lehigh and Drexel Universities, Lafayette College, Penn State, Rutgers, Wilkes, Minnesota State University and many other engineering schools. By beginning your studies at Northampton, you could save thousands of dollars.

If you plan to transfer to a four-year institution, we encourage you to check with that institution to see what its requirements are. Then carefully select your courses here with the help of an advisor to be sure that they will meet your transfer school's requirements. Historically, our transfer students perform as well or better in their transfer school as they did when they were enrolled at Northampton.

As a graduate of our program you may also choose to transfer into engineering technologies or go directly into industry in a position that requires math, science, and computing skills.

Features

Engineering students at Northampton take courses designed to develop skills common to all engineering specialties - chemical, civil, electrical, mechanical, and more. Our curriculum mirrors the first two years in a typical 4-year engineering school.

Many of your professors are full-time or have graduated from NCC's Engineering program and will conduct both the lecture and lab segments of your studies. You can also look forward to small class sizes, which ensures personal attention when you need it. As part of our program, you will have access to a full range of student services, including career and personal counseling, transfer counseling, tutoring, and job placement.

More importantly, you may study full-time or part-time. Courses in this program are offered primarily during the day; however, engineering physics and upper level engineering courses have evening sections or are offered online.

Requirements

Engineering is one of the most demanding and challenging of all college majors. Most students pursuing an engineering degree have strong background in math (algebra, geometry, trigonometry, pre-calculus), physics, and chemistry. If you feel you need help or haven't had classes in these areas, NCC advisors can help you schedule specific courses to prepare you for engineering study.

For further information contact the Admissions Office at 610-861-5500 or e-mail us at engineering@northampton.edu.

Career Potential: Transfer program, leading to Engineer

NCC students have transferred to: Lehigh University, Lafayette College, Drexel University, Pennsylvania State University, Rutgers University, Northeastern University, Wilkes University, Minnesota State University and others . . .

Learning Outcomes

Learning Outcomes

1. Transfer to a four-year engineering program in any engineering discipline.

2. Move directly into industry in a position requiring math, science, and computing skills.

3. Demonstrate an ability to work independently and collaboratively as a team.

4. Demonstrate basic skills common to all engineering specialties.

5. Effectively research and collect data using various published resources and the Internet.

6. Analyze and present data in an acceptable, methodical, and standardized manner.

7. Demonstrate competent technical knowledge in engineering-related areas.

8. Demonstrate competent speaking skills when working with diverse groups.

9. Demonstrate observational, integrative, and synthetic skills.

10. Demonstrate a basic framework of technical vocabulary and graphical interpretation skills.

11. Successfully apply mathematics (algebra, trigonometry, geometry and calculus) to solving engineering problems.

Course Sequence

Course Sequence Name
Course Sequence - Engineering, Associate in Science
Total Course Sequence Credits
62 - 65

Year	Semester	Credits
Year 1	First Semester	15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CHEM 120 - General Chemistry I

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 180 - Calculus I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- CISC 115 - Computer Science I

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- MATH 181 - Calculus II

Credits 4

Requirement Select
- PHYS 215 - Physics for Science and Engineering I

Credits 5

Year	Semester	Credits
Year 2	Third Semester	15 - 17

Requirement Select
- MATH 210 - Calculus III

Credits 4

Requirement Select
- PHYS 225 - Physics for Science and Engineering II

Credits 5

Requirement Select
- Engineering Elective

Credits 3 - 4

Requirement Select
- Technical Elective for Engineering, AS

Credits 3 - 4

Year	Semester	Credits
Year 2	Fourth Semester	16 - 17

Requirement Select
- MATH 211 - Differential Equations

Credits 4

Requirement Select
- Engineering Elective

Credits 3 - 4

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Program of Study Notes

Engineering Elective Options: ENGG201 Statics, ENGG251 Strength of Materials, ENGG252 Dynamics, ENGG 191, ENGG 192, ENGG193 Special Studies in Engineering Computer Appl. For Engineers, ENGG 194 or a course approved by the Engineering Department.

Technical Elective Options: any Engineering Elective (above list); CADM100 Engineering Graphic Essentials, CHEM201G Organic Chemistry I, CHEM220 General Chemistry II, CISC125 Computer Science II, CISC230 Data Structures & Algorithm Anly; or a course approved by the Engineering Department.

One course should be designated as Diversity and Global Awareness (D).

One General Education Elective (AH, SIT or SSHB) must be taken in Writing Intensive (WI) section. The program-related writing intensive competency is satisfied by the combination of PHYS 215 and PHYS 225.

All electives must be chosen from the list of courses which are applicable to AA and AS degrees.

Entrepreneurship and Innovation, AAS

Overview

Program Title

Entrepreneurship and Innovation, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	UG

Overview

Narrative

The Associates in Applied Science in Entrepreneurship and Innovation degree is designed to give students a thorough understanding of the process of entrepreneurship and cultivate entrepreneurs. Students receive comprehensive training in business fundamentals, professional growth, and leadership skills.

Students are equipped with the knowledge, skills, and experiences necessary to start their journey effectively. Through these skills, students will have a sound education base in entrepreneurship for lifelong learning. Graduates are prepared to be self-employed and open their own businesses. Course work includes developing a student's ability to make informed decisions and entrepreneurial concepts learned in innovation and creativity, business funding, and marketing.

Learning Outcomes

Learning Outcomes

1. Develop effective problem-solving techniques through creative and innovative design process.

2. Acquire effective business and non-business communication skills (oral and written).

3. Understand ethical practices.

4. Develop effective decision-making skills.

Admissions Requirements

Course Sequence

Course Sequence Name
Course Sequence - Entrepreneurship and Innovation, Associate in Applied Science
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- ENTR 101 - Entrepreneurship and Innovation

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 151R - English II

OR
- ENGL 151T - English II

OR
- ENGL 151L - English II

Credits 3

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- ENTR 201 - Entrepreneurship

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- BUSA 236 - Digital Marketing

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- ACCT 160 - Accounting Applications

OR
- ACCT 202 - Managerial Accounting

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- ENTR 204 - Product and Service Development

Credits 3

Requirement Select
- ECON 251G - Microeconomics

Credits 3

Requirement Select
- ENTR 250 - Entrepreneurship Thinking Capstone

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

•For the General Education Elective, students must take three course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT) or Social Science: Scientific Study of Human Behavior (SSHB).

Entrepreneurship and Innovation, SD

Overview

Program Title
Entrepreneurship and Innovation, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	UG

Overview
Narrative

The specialized diploma in Entrepreneurship and Innovation degree is designed to give students a thorough understanding of the process of entrepreneurship and cultivate entrepreneurs. Students receive comprehensive training in business fundamentals, professional growth, and leadership skills.

Students are equipped with the knowledge, skills, and experiences necessary to start their journey effectively. Through these skills, students will have a sound education base in entrepreneurship for lifelong learning. Graduates are prepared to be self-employed and open their own businesses. Course work includes developing a student's ability to make informed decisions and entrepreneurial concepts learned in innovation and creativity, business funding, and marketing.

Learning Outcomes

Learning Outcomes

1. Develop effective problem-solving techniques through creative and innovative design process.

2. Acquire effective business and non-business communication skills (oral and written).

3. Understand ethical practices.

4. Develop effective decision-making skills.

Admissions Requirements

Course Sequence

Course Sequence Name
Course Sequence- Entrepreneurship and Innovation, Specialized Diploma
Total Course Sequence Credits
22 - 23

Year	Semester	Credits
Year 1	First Semester	10

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENTR 101 - Entrepreneurship and Innovation

Credits 3

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12 - 13

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- Discipline Specific Elective for Entrepreneurship and Innovation, SD

Credits 3 - 4

Requirement Select
- ENTR 201 - Entrepreneurship

Credits 3

Requirement Select
- ENTR 204 - Product and Service Development

Credits 3

Program of Study Notes

DISCIPLINE-SPECIFIC ELECTIVES		
ARTA170 Computer Graphics		
BUSA115 Intro to International Business		
BUSA137 Principles of Selling **		
BUSA202 Business Law II **		
BUSA205 Management Fundamentals		
BUSA226 Human Resources Management **		
BUSA232 Principles of Marketing **		
BUSA236 Digital Marketing **		
CADM100 Engineering Graphic Essentials		
CISC101 Introduction to Information Technology		
CISC115 Computer Science I **		
CJST101 Introduction to Criminal Justice **		
CMTH180 Digital Media Storytelling		
COMM231 Small Group Communication **		
DATS101 Principles of Data Science		
EARL102 Introduction to School Age Child Care *		
EARL106 Early Childhood Development and Learning *		
EARL231 Org and Administration Early Child Progrm **		
EARL233 The Business of Early Learning& School-Age Programs **		
GLBL130 Introduction to Global Studies		
HOSP125 Meetings, Conventions and Expositions		
HOSP201 Strategic Leadership Hospitality		
HOSP215 Hospitality Sales and Marketing		
HUMA140 Introduction to Women and Gender Studies **		
HUMA210 Creativity and the Origin of Ideas **		
POLS202 International Relations		
PSYC103 Introduction to Psychology **		
SCWK101 Introduction to Social Work		
SOCA103 Principles of Sociology		

*Program Paperwork Requirements: Education students are required to submit state mandated clearances and related paperwork prior to enrollment in EARL and SPEC courses in order to participate in the required field work. The fieldwork in schools is integral to success in these courses.

**Courses with pre-requisite courses or a specific number of credits completed as a requirement

Environmental Science, AS

Overview

Program Title
Environmental Science, AS

Credential Type
Associate in Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative

As an Environmental Science student, you will experience a broad and dynamic field that unites a number of disciplines so you can understand the biologic, hydrologic, geologic, and atmospheric components of the Earth and the role of human beings on the Earth. In addition, an information explosion has occurred in Environmental Science that will provide you with opportunities in many facets of the field. With a curriculum that parallels the first two years of most four-year programs, NCC can provide you will the foundational knowledge and skills in this expanding area of science in preparation for transfer to a four-year college or university program.

NCC's program can be customized to prepare you for the range of majors and fields that are based in the environment, including laboratory sciences, wildlife conservation, resource management, environmental law, human ecology, and more. By working closely with an advisor, you can choose the right electives and stay on track with the requirements of the transfer college of your choice.

Features

Northampton has close articulation agreements with a variety of colleges; these agreements will enable you to transfer from NCC to the four-year institution you select. You will receive close advising, and based on your performance, you are assured easy transfer of your credits. Students graduating from NCC often transfer to baccalaureate institutions such as Moravian College, Cedar Crest College, College of the Atlantic, the State University of New York-College of Environmental Sciences and Forestry as well as universities belonging to the Pennsylvania State System of Higher Education (PASSHE).

Requirements

We expect you to have a sufficient background in English, math, and chemistry. Students who come to NCC without these previous experiences can take courses to prepare for the more advanced math and science required in the program. We recommend that you take the necessary preparatory classes prior to or during your first semester.

Learning Outcomes

Learning Outcomes

1. Understand fundamental concepts of Environmental Science, interrelating the functions of living and nonliving systems and the role of humans in the environment.

2. Demonstrate oral and written communication skills necessary for sharing discipline-specific knowledge and communicating professionally.

3. Conduct scientific inquiry and research on environmental topics as those topics relate to science, technology, and society.

4. Proficiently function in laboratory and field settings, demonstrating proper field techniques and using modern scientific instrumentation, including sampling and measuring devices as well as computer technology.

5. Demonstrate understanding of the fundamentals of environmental safety to ensure both personal and group safety.

6. Understand the use of the scientific method to interpret scientific data and make policy recommendations based on the data.

Course Sequence

Course Sequence Name
Course Sequence - Environmental Science, Associate in Science
Total Course Sequence Credits
63 - 67

Year	Semester	Credits
Year 1	First Semester	15 - 16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 107 - Introduction to Biology I

Credits 4

Requirement Select
- CHEM 120 - General Chemistry I

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Math Elective for Environmental Science

Credits 3 - 4

Year	Semester	Credits
Year 1	Second Semester	17 - 18

Requirement Select
- BIOS 150 - Biology II

Credits 4

Requirement Select
- CHEM 220 - General Chemistry II

Credits 4

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- Environmental Concepts Elective

Credits 3 - 4

Year	Semester	Credits
Year 2	Third Semester	14 - 15

Requirement Select
- BIOS 206 - General Ecology

Credits 4

Requirement Select
- Math Elective for Environmental Science

Credits 4

Requirement Select
- Environmental Concepts Elective

Credits 3 - 4

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17 - 18

Requirement Select
- BIOS 210 - Environmental Biology

Credits 4

Requirement Select
- Environmental Concepts Elective

Credits 3 - 4

Requirement Select
- Environmental Concepts Elective

Credits 4

Requirement Select
- General Education Elective (SSHB)

Credits 3

Requirement Select

- HUMA 150G - Nature of the Environment

Credits 3

Program of Study Notes

- Math Electives: MATH150 Introductory Statistics, MATH156 STEM College Algebra, MATH160 Pre-Calculus, MATH175 Calculus I with Review (Part 1), MATH176 Calculus I with Review (Part 2), MATH180 Calculus I, MATH181 Calculus II, MATH210 Calculus III, MATH211 Differential Equations; To ensure transfer, electives should be selected to meet the requirements of the appropriate transfer institution.
- Environmental Concepts Electives: Students are required to take four electives from among the following courses: BIOS220 Field Zoology, BIOS230 Field Botany, CHEM201G Organic Chemistry I, CHEM251 Organic Chemistry II, FDST201 Sustainable Food Systems,GEOG121 Environmental Sustainability,GEOG140 Investigating Climate Change, GEOG210 Weather and Climate,GEOG271 Introduction to Geographic Information Systems,GEOL201 Physical Geology. To ensure transfer, electives should be selected to meet the requirements of the appropriate transfer institution.
- For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Social Science: Scientific Study of Human Behavior (SSHB); Social Science: Societies and Institutions over Time (SIT).
- Students must complete one Writing Intensive course in addition to HUMA150G Nature of the Environment. Students opting to also take CHEM201G Organic Chemistry I will satisfy their writing intensive requirements; otherwise, one General Education Elective course must be taken in a Writing Intensive (G) section.
- Computer competencies are included in various program courses. Thus, completing the program automatically satisfies the computing requirement for this program.

Proficiency in English as a Second Language, SD

Overview

Program Title

Proficiency in English as a Second Language, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

The Proficiency in English as a Second Language Specialized Diploma is intended to provide students who speak a native language other than English the necessary language competency to succeed in typical college and career settings. It enhances students' employability and bolsters their career opportunities by providing students the requisite English skills to succeed in an increasingly English-dominant world.

The required classes for the specialized diploma program are the terminal courses for each skill area. Students testing at levels below the listed courses will be required to complete all necessary lower-level classes successfully. The program can be completed in the day or evening, on a full-time or part-time basis.

Learning Outcomes

Learning Outcomes

1. Demonstrate college-level reading and writing proficiency.
2. Use acceptable grammatical structures in both oral and written English.
3. Respond to, analyze, and interpret texts in pair and small group discussions.
4. Prepare and deliver oral presentations in academic and professional settings.
5. Demonstrate aural comprehension skills required to succeed in academic or professional settings.
6. Comprehend and use academic vocabulary appropriately in oral and written communication.

Program Requirements

Program Requirements

Progression

In order to earn the Proficiency in English as a Second Language, Specialized Diploma, students must pass the following courses with a B- (80%) or better: ESLL114 Attention to Accent, ESLL131 ESL Writing IV, ESLL133 ESL Reading IV, ESLL137 ESL Speaking IV, ESLL138 ESL Vocabulary IV

Course Sequence

Course Sequence Name
Course Sequence - Proficiency in English as a Second Language, Specialized Diploma
Total Course Sequence Credits
16

Year	Semester	Credits
Year 1	First Semester	9

Requirement Select
- ESLL 114 - Attention to Accent

Credits 3

Requirement Select
- ESLL 131 - ESL Writing IV

Credits 3

Requirement Select
- ESLL 137 - ESL Speaking IV

Credits 3

Year	Semester	Credits
Year 1	Second Semester	7

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ESLL 133 - ESL Reading IV

Credits 3

Requirement Select
- ESLL 138 - ESL Vocabulary IV

Credits 3

Program of Study Notes

In order to earn the Proficiency in English as a Second Language, Specialized Diploma, students must pass the following courses with a B- (80%) or better: ESLL114 Attention to Accent, ESLL131 ESL Writing IV, ESLL133 ESL Reading IV, ESLL137 ESL Speaking IV, ESLL138 ESL Vocabulary IV

Fine Art, AA

Overview

Program Title

Fine Art, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Northampton's Fine Art Program is a transfer degree meant to parallel the first two years of a bachelor's degree. The program provides students with a thorough introduction to the basic areas of study in the visual arts. We help you develop a strong set of foundation skills for future artistic growth.

Upon successful completion of our program, you will have a clear understanding of the core technical, conceptual and aesthetic issues involved in creating successful works of art. You also will have prepared a portfolio, drawn from examples of your course work, for transfer to a four-year baccalaureate program (B.A. or B.F.A.) at a college, university or art school.

In NCC's well-equipped studio facilities you will have the opportunity to explore the arts in small classes with close student-instructor interaction. In your fourth semester, studio time will increase greatly to allow you to hone your talents while working on art projects for credit. Also during this semester, you will have the chance to consult one-to-one with a professional artist from a gallery in New York City, who will examine and critique your work. Courses in this program are offered primarily during the day.

Features

First year art offerings include Drawing I, Drawing II, Principles of 2-D Design & Color, and Principles of 3-D Design. These courses emphasize essential skills for studying all of the visual arts. You will also take introductory courses in Art History, Computer Graphics, and Painting. Advanced Drawing and Painting follow, along with additional choices in 2-D and 3-D media such as Photography, Printmaking, Sculpture, and Ceramics. In the final semester, Media Art features a synthesis of traditional art techniques and experimental digital technology.

During the final capstone course, Individual Studio/Professional Practices, you have the opportunity and personal challenge of synthesizing your accumulated experience and knowledge into a highly individualized series of artworks for a final group exhibition. You may also maintain an extensive sketchbook/journal and use this resource for writing assignments and studio work. The program also expands your knowledge of the professional fine art world through visits to museums, galleries, and art centers in New York City, Philadelphia, and the Lehigh Valley. There, you will speak with artists, curators, gallery directors, and art museum personnel who will share their wealth of experience.

Requirements

Contact the Admissions Office at 610.861.5500 for further information.

Career Potential: Transfer program for artists, art educators, and visual art related careers

NCC FINE ART students have transferred to: Kutztown University, East Stroudsburg University, Millersville University, Moravian College, Cedar Crest College, University of the Arts (UArts), Tyler School of Art/Temple University, School of Visual Arts (SVA), Pennsylvania Academy of the Fine Art (Pafa), School of Visual Arts (SVA), The Cooper Union for the Advancement of Science and Art, Pratt Institute, Parsons The New School for Design, Fashion Institute of Technology (FIT), Maryland Institute College of Fine Art (MICA), Savannah

College of Art and Design (SCAD), Herron School of Art and Design - Indiana University, Massachusetts College of Art, Rhode Island School of Design (RISD), School of the Art Institute of Chicago (SAIC).

Learning Outcomes

Learning Outcomes

1. Understand the technical and aesthetic terminology of the fine arts.

2. Apply design, i.e. the elements of art and principles of organization, in the creation of successful artworks.

3. Use critical thinking skills to analyze artworks, both in speaking and writing.

4. Demonstrate creativity by synthesizing knowledge and imagination in form, style, and content.

5. Demonstrate proficiency in core techniques, technology, materials and craftsmanship when making artwork.

6. Create a comprehensive and cohesive portfolio or body of finished artwork.

Course Sequence

Course Sequence Name
Course Sequence - Fine Art, Associate in Arts
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- ARTA 107 - Drawing I

Credits 3

Requirement Select
- ARTA 111 - Principles of 2-D Design and Color

Credits 3

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ARTA 110 - Principles of 3-D Design

Credits 3

Requirement Select
- ARTA 124 - Drawing II

Credits 3

Requirement Select
- ARTA 158 - Painting I

Credits 3

Requirement Select
- MATH 120 - Nature of Mathematics

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ARTA 162 - Sculpture

OR
- ARTA 161 - Ceramics

Credits 3

Requirement Select
- Studio Elective

Credits 3

Requirement Select
- Studio Elective

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17

Requirement Select
- ARTA 220 - Media Art

Credits 3

Requirement Select
- ARTA 260 - Individual Studio/Professional Practice

Credits 4

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Studio Elective

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Program of Study Notes

The electives specified above must be taken from the list of approved courses in each of the categories.

One course should be designated as Diversity and Global Awareness (D).

Students must take two General Education Electives (SIT, SSHB or SCI) in Writing Intensive (WI) sections. WI course sections are identified with a "G" following the course number.

Computer competencies are included in various courses in this program, specifically ARTA111 Principles of 2-D Design & Color, ARTA170 Computer Graphics, and ARTA220 Media Art. Thus, completing the program automatically satisfies the computing requirement.

Studio Electives: ARTA151 Black and White Photography, ARTA161 Ceramics, ARTA162 Sculpture, ARTA164 Printmaking, ARTA204 Drawing III, ARTA226 Painting II, ARTA282 Digital Photography

Theatre, AA

Overview

Program Title

Theatre, AA

Credential Type

Associate in Arts

Academic School

School of Arts, Humanities, and Social Sciences (School)

Academic Level

Undergraduate

Overview

Narrative

The curriculum is designed to parallel the courses and experiences found in the first two years of a B.A. Theatre degree while providing the students opportunities to explore the various concentrations available in theatre arts.

Northampton graduates have transferred to a wide range of four-year institutions, including Temple University, DeSales University, Cedar Crest College, Albright College, Brooklyn College, University of Iowa, University of Missouri at Kansas City, and University of Connecticut.

Features

NCC Theatre produces four major productions each season in both the newly renovated 350-seat Lipkin Theatre and the 100-seat Norman R. Roberts Lab Theatre. In addition, there is a variety of ensemble, experimental, touring, and special occasion productions mounted during the year. All NCC students are welcome to participate in productions.

The Theatre Department Faculty have diverse backgrounds and professional experience in acting, directing, technical theatre, design, performance studies, speech communications, oral interpretation, education outreach and children's theatre. The full-time faculty is augmented with a professional costumer, various guest directors, and adjunct faculty.

The program offers field trips to professional theatres in New York, New Jersey and the Philadelphia area, along with specialized workshops by visiting artists, and individual coaching of student auditions and presentations. All graduating students participate in a capstone showcase during their last semester. Graduates in good standing with a GPA of 3.0 or higher may be eligible to receive the Norman R. Roberts Theatre scholarship which is applied to their first semester at a transfer institution

Requirements

Contact the admissions office at 610.861.5500 for further information. Non-program students are welcome to enroll in any theatre class with the exception of Theatre Portfolio, THEA218.

Career Potential: Transfer program for actors, technicians, designers, directors, and educators. Preparation for entry level employment in Theatre Arts. Skills and Experience to qualify for internships leading to further training and future employment.

Learning Outcomes

Learning Outcomes

Demonstrate the ability to think conceptually and critically about text, performance, and production. (NAST Theater Studies a1)

Demonstrate an understanding of playwriting and production processes, aesthetic properties of style, and the way these shape and are shaped by artistic and cultural forces. (NAST Theater Studies a2)

Demonstrate an acquaintance with a wide selection of theatre repertory includuding the principal eras, genres, and cultural sources. (NAST Theater Studies a3)

Develop and defend informed judgments about theatre. (NAST Theater Studies a4)

Admissions Requirements

No Requirements

Course Sequence

Course Sequence Name
Course Sequence - Theatre, Associate in Arts
Total Course Sequence Credits
62 - 64

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology

Credits 3

Requirement Select
- THEA 190 - Stage Production

Credits 1

Requirement Select
- THEA 111 - Acting I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 120 - Nature of Mathematics

Credits 3

Year	Semester	Credits
Year 1	Winter	3

Requirement Select
- ENGL 151L - English II

Credits 3

Year	Semester	Credits
Year 1	Second Semester	13

Requirement Select
- THEA 102 - Theatre History I

Credits 3

Requirement Select
- THEA 127 - Movement for the Actor

Credits 3

Requirement Select
- THEA 128 - Voice and Speech for Performance

Credits 3

Requirement Select
- THEA 190 - Stage Production

Credits 1

Requirement Select
- THEA 211G - Plays: Classical to Contemporary

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- THEA 209G - Plays: Live Theatre Experience

Credits 3

Requirement Select
- THEA 212 - Acting II

Credits 3

Requirement Select
- DANC Course

Credits 2

Requirement Select
- THEA 218 - Theatre Portfolio

Credits 1

Requirement Select
- CMTH 185 - Commercial Video

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	14 - 16

Requirement Select
- Transfer Elective for Theatre, AA

Credits 2 - 3

Requirement Select
- THEA 286 - Theatre Internship

Credits 3

Requirement Select
- THEA 214 - Musical Theatre

OR
- THEA 117 - Stagecraft

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Transfer Elective for Theatre, AA

Credits 2 - 3

Program of Study Notes

+Science Elective: BIOS105 Contemporary Biology, BIOS104 Field Ecology, BIOS126 Environmental Science, BIOS180 Introduction to Forensic Science, CHEM105 Chemistry in Contemporary Society,GEOG210 Weather and Climate are recommended.

*ENGL151 English II - Due to the competition and season planning for the theatre program it is advised to be taken during Winter Semester.

*Writing Intensive Literature Elective: THEA211G Plays: Classical to Contemporary and THEA209G Live Theatre Experience

*THEA190 Stage Production is a co-requisite for Theatre Majors in semester 1, optional for non-majors. It is taken a second time in semester 2.

*Other Transfer Electives could include: ENGL203G Shakespeare, ENGL264G Irish Literature, ENGL265G African American Literature, THEA206 Directing, THEA202 Theatre History II, any DANC, any CMTH course. If transferring to an education program, EDUC courses can apply.

Note: For the Technological Competency: Students will effectively use current technology as a tool for productive and professional communication and academic work throughout the program map, most effectively in CMTH185 Commercial Video and THEA218 Theatre Portfolio.

Funeral Service Education, AAS

Overview

Program Title

Funeral Service Education, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Funeral Service Education (Department)	Undergraduate

Overview

View Program Resource Documents

Narrative

Are you interested in:

- Helping Others?
- The Human Biological Sciences?
- Community Involvement?
- A business environment?

Have you considered a career in Funeral Service?

The funeral service professional:

- Provides support to the bereaved during initial stages of grief.
- Arranges and directs funeral ceremonies.
- Performs the transfer of the deceased from the place of death.
- Prepares the body according to the wishes of the survivors and requirements of the law.
- Sells funeral related services and merchandise.
- Establishes pre-arranged/pre-financed funeral accounts.
- Secures information for legal documents.
- Files death certificates and other legal papers.
- Assists survivors with details for filing claims for death benefits.
- Helps individuals adapt to changes in their lives following a death through post-death counseling and support group activities.

Why should you enter funeral service?

- You are a caregiver who desires to serve others.
- You believe ceremony is an effective way of expressing feelings.
- You are open-minded about ways in which people of different faiths and cultures express their feelings and practice their beliefs.
- You are interested in the technical sciences.
- You exhibit sensitivity and compassion for those with whom you are in contact.
- You are interested in learning all aspects of a business.

Funeral Service Education provides you with a comprehensive understanding of all phases of funeral service necessary to serve the bereaved in a professional and ethical manner. The need for funeral directors and embalmers will escalate over the next twenty years and the earning potential has never been better.

Mission Statement

Our mission as Northampton Community College Funeral Service Education is to educate students in the fundamental skills, knowledge, and practice of funeral service. We strive to create a supportive learning environment which fosters

communication, critical thinking, self-discipline, compassion and encourages student and faculty research in the field of funeral service. The program embraces the college's mission, vision and values, and is committed to providing an unexcelled educational experience that is inclusive and diverse.

Accreditation

The Funeral Service Education associate degree program at Northampton Community College is accredited by the American Board of Funeral Service Education (ABFSE), 992 Mantua Pike, Suite 108, Woodbury Heights, New Jersey 08097 (816) 233-3747. Web:www.abfse.org.

National Board Examination pass rates, graduation rates, (beginning in 2015) and employment rates (beginning in 2015) for this and other ABFSE-accredited programs are available at www.abfse.org or can be obtained here. To request a printed copy of this program's rates, go to the Funeral Service Education Program Director's office, Commonwealth Hall, Office 106 or by e-mail at tmoore@northampton.edu, or by telephone 610-861-5576.

View Graduation Rates & National Board Statistics

Features

Northampton's Funeral Service Education is designed to meet the educational requirements for licensure set forth by the Pennsylvania State Board of Funeral Directors.

Upon graduation you will be awarded an Associate in Applied Science degree and will be eligible to begin your 12-month Resident Internship. Our graduates have experienced a high level of placement within the profession.

Students are admitted to the program during the Fall sessions of each year and are encouraged to participate in the social and community service activities of Sigma Phi Sigma- The Funeral Service Education Student Association. Funeral Service Education core courses are offered during the day.

Career Potential: Funeral Director, Embalmer, Pre-Need Funeral Counselor

Licensure Requirements For Each State

National Funeral Directors Association
The International Conference of Funeral Service Examining Board

Learning Outcomes

Learning Outcomes

1. Explain the importance of funeral service professionals in developing relationships with the families and communities they serve.

2. Identify standards of ethical conduct in funeral service practice.

3. Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance.

4. Apply principles of public health and safety in the handling and preparation of human remains.

5. Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains.

6. Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies.

7. Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.

8. Describe methods to address the grief-related needs of the bereaved.

9. Explain management skills associated with operating a funeral establishment.

10. Demonstrate verbal and written communication skills and research skills needed for funeral service practice.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

High school graduates and non-traditional student applicants:

- High School Biology with a lab or NCC's BIOS 115 with a grade of "C" or better.*
- High School Chemistry with a lab or NCC's CHEM 135 with a grade of "C" or better.*
- High School G.P.A. of 2.50 or better.

*High school courses must be college preparatory level. Equivalents from other colleges may satisfy requirements.

Transfer student applicants:

- Grades of C or better in each course being transferred to NCC.
- College G.P.A. of 2.75 or better.

Funeral Service Education core courses (courses with the prefix FUNS) may only be taken by those students who have completed the 60 hours of general education requirement with a cumulative college G.P.A. of 2.75 or higher, and with final grades of C or better in the following classes: ACCT101 or ACCT100, BIOS160, BIOS202, BUSA152, CHEM135, CISC101, PSYC221.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note:

Funeral Services is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Pre-Funeral Services program of study to complete general education courses applicable to the Funeral Services degree, allowing them to reapply.

Program Requirements

Program Requirements

Progression

Students must earn a grade of "C" or better in all FUNS courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Course Sequence - Funeral Service Education, Associate in Applied Science
Total Course Sequence Credits
94

Year	Semester	Credits
Year 1	Summer	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Mathematics Elective (QL) for AAS degrees

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 1	Fall	16

Requirement Select
- BIOS 160 - Human Biology

Credits 4

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Business Elective for Funeral Services Education

Credits 3

Year	Semester	Credits
Year 1	Spring	19

Requirement Select
- ACCT 101 - Financial Accounting I

OR
- ACCT 100 - Accounting for Non-Accountants

Credits 3

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- PHIL 111G - On Death and Dying

Credits 3

Requirement Select
- PSYC 221 - Responding to the Bereaved

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Summer	13

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fall	16

Requirement Select
- FUNS 101 - Funeral Directing I

Credits 4

Requirement Select
- FUNS 102 - Introduction to Funeral Service

Credits 2

Requirement Select
- FUNS 201 - Funeral Service Merchandising

Credits 3

Requirement Select
- FUNS 203 - Pathology for Funeral Service

Credits 3

Requirement Select
- FUNS 210 - Embalming Theory I

Credits 3

Requirement Select
- FUNS 241 - Funeral Services Field Study I
  OR
- FUNS 212 - Funeral Service Clinical I

Credits 1

Year	Semester	Credits
Year 2	Spring	17

Requirement Select
- FUNS 105 - Funeral Directing II

Credits 3

Requirement Select
- FUNS 220 - Embalming Theory II

Credits 3

Requirement Select
- FUNS 222 - Funeral Service Clinical II
  OR
- FUNS 242 - Funeral Services Field Study II

Credits 1

Requirement Select
- FUNS 231 - Funeral Service and Small Business Management

Credits 3

Requirement Select
- FUNS 251 - US and PA Funeral Law and Ethics

Credits 3

Requirement Select
- FUNS 255 - Cosmetology and Restorative Art

Credits 3

Requirement Select
- FUNS 280 - Funeral Svc Ed Comprehensive Rev

Credits 1

Program of Study Notes

BIOS160, CISC101, ACCT100 or 101, BIOS202, BUSA152, PSYC221, CHEM135, BUSA221G: Students must earn a grade of “C” or better in these courses to begin FUNS Courses

For their Social Science: Societies and Institutions over Time (SIT) Elective, students must select a course from the list of approved courses in that category.

One General Education course must be taken in a Writing Intensive (WI) section. In addition, writing intensive work is included in various courses in this program; thus completing the program automatically satisfies the program-related Writing Intensive (WI) requirement.

Computer competencies are included in various courses in this program as well as in CISC101. Thus, completing the program automatically satisfies the computing requirement.

For their Mathematics (QL) Elective, students must select a course from the list of approved courses in that category.

Students must earn a grade of "C" or better in all FUNS courses to progress in the program.

Global Studies, AA

Overview

Program Title
Global Studies, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

To meet the need for graduates who are able to function effectively in an interconnected society, the Global Studies program offers a liberal arts education, focused on international relations, area studies, and/or the environment, with a choice of cultural experiences and languages. The program will serve students who wish to transfer to a four-year institution as well as students who wish to work in local businesses with a global reach, or government agencies and non-profit organizations serving diverse populations from other countries.

Graduates of the program will be exposed to a wide diversity of knowledge, be asked to do practical thinking and problem-solving, and offered opportunities to explore global challenges and changes through international trips and exchanges.

Features

Foundational courses in communication, statistics, science, and political science will be complemented with courses in cultural anthropology and world geography. Contextual courses will help the student begin to build competency in the environment, or political science, or area studies, and their elective and language choices will allow them to further specialize in a region or culture. Study Abroad spring break courses, while not explicitly included in the course of study, are an advantageous complement to the core and directed studies.

Transfer Possibilities

Lehigh University - Global Studies

Temple University - Global Studies

Drexel University - Global Studies

Penn State University - Global Studies

Cedar Crest College - Global Studies

Muhlenberg College - International Studies

Albright College - International Relations

Dickinson College - International Studies

Kutztown University - International Studies Minor

East Stroudsburg University - International Relations w/in Political Science

Learning Outcomes

Learning Outcomes

1. Model the characteristics of an active, ethically aware and connected citizen.

2. Articulate how the diverse range of human differences influence the historical and current formation of artistic, economic, social, scientific, cultural or political institutions.

3. Articulate how the range of human differences influence each individuals experience of equality and inequality within a society, its institutions, or its cultures.

4. Analyze how individuals and institutions have addressed persistent global challenges.

5. Assess and evaluate plans to address open-ended and diverse global problems.

Course Sequence

Course Sequence Name
Course Sequence - Global Studies, Associate in Arts
Total Course Sequence Credits
62 - 63

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- GLBL 130 - Introduction to Global Studies

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

OR
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- POLS 101 - Introduction to Political Science

Credits 3

Year	Semester	Credits

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3

Requirement Select
- Directed Elective for Global Studies, AA

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Year	Semester	Credits
Year 1	Summer	3

Requirement Select
- Summer Study Abroad or Field Experience and Academic Research for Global Studies

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- GEOG 121 - Environmental Sustainability

Credits 3

Requirement Select
- GEOG 210 - Weather and Climate
  OR
- BIOS 126 - Environmental Science

Credits 4

Requirement Select
- Directed Elective for Global Studies, AA

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Concentration Elective for Global Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	12 - 13

Requirement Select
- GLBL 230 - Global Studies Capstone

Credits 3

Requirement Select
- POLS 202 - International Relations

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Modern Language Elective

Credits 3

Program of Study Notes

One course must be designated Diversity and Global Awareness (D).

Two courses must be completed as Writing Intensive (WI).

Two courses (6 credits) of the same Modern Language are required for graduation.

Not all study abroad courses may run every summer. Options include: **INTS200** (for a total of 3 credits), **INTS201**, **INTS202**, **INTS250**, **POLS150**, **POLS170**, **GLBL160**, **SOCA268**.

Directed Electives: ARTA101 Art History Survey, ENGL215G Multicultural Adolescent Lit, ENGL250G Latin American Literature, ENGL251G British Literature II, ENGL257G 20th Century Literature by Women, ENGL260G Contemporary Literature, ENGL264G Irish Literature, ENGL265G African American Literature, HUMA140G Introduction to Women and Gender Studies, HUMA150 Nature of the Environment, PHIL121 World Religions, PHIL201 Introduction to Philosophy, PHIL204 Asian Philosophies

Concentration Electives: **ARTA101**, **BUSA115**, **COMM215**, **ECON201**, **ECON251G**, **ENGL215G**, **ENGL250G**, **ENGL260G**, **ENGL264G**, **ENGL265G**, **GEOG121**, **GEOG140**, **GEOG151**, **GEOG210**, **HIST123**, **HIST140**, **HIST168**, **HUMA140G**, **HUMA150**, **HUMA250G**, **PHIL121**, **PHIL201**, **PHIL204**, **POLS205**, **SOCA160**

Global Studies: Food Studies Concentration, AA

Overview

Program Title

Global Studies: Food Studies Concentration, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Course Sequence

Course Sequence Name
Course Sequence - Global Studies Food Studies Concentration Associate in Arts

Total Course Sequence Credits
62 - 64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- GLBL 130 - Introduction to Global Studies

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- POLS 101 - Introduction to Political Science

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- FDST 110 - Food and Identity

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

OR
- SOCA 103 - Principles of Sociology

OR
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Summer	3

Requirement Select
- Summer Study Abroad or Field Experience and Academic Research for Global Studies

Credits 3

Year	Semester	Credits
Year 2	Third Semester	13

Requirement Select
- GEOG 210 - Weather and Climate

Credits 4

Requirement Select
- FDST 201 - Sustainable Food Systems

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Concentration Elective for Global Studies: Food Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- GLBL 230 - Global Studies Capstone

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Concentration Elective for Global Studies: Food Studies, AA

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 3

Program of Study Notes

Two courses must be completed in Writing Intensive (WI) sections.

6 credits of the same Modern Language are required for graduation.

Elective must be chosen from the list of courses which are applicable to AA and AS degrees and should be chosen with transferability in mind.

Not all study abroad courses may run every summer. Options include: INTS200 Introduction to Study Abroad (for a total of 3 cr), INTS201 Implement Sustainable Energy Sys, INTS202 Architecture of the City: Classic to Contemporary, INTS250 Study Abroad, POLS150 Peace Studies & Conflict Resoltn(Study Abroad), POLS170 Politics Mod Turkey Study-Abroad, GLBL160 Field Experience and AcademicResearch in Global Studies, SOCA268 Independent Study in Ecuador.

MATH150 Introductory Statistics *is the recommended math course*

***Concentration Electives (two courses required)**

HUMA121 American Work Experience	American Work Experience	3 credits
HUMA150 Nature of the Environment	Nature of the Environment	3 credits
HUMA250G Research Methods in the Social Sciences	Research Methods in the Social Sciences	3 credits
GEOG140 Investigating Climate Change	Investigating Climate Change	3 credits
GEOG271 Introduction to Geographic Information Systems	Introduction to Geographic Information Systems	4 credits
PHIL202 Ethics and Moral Problems	Ethics & Moral Problems	3 credits
PSYC205 Research Methods	Research Methods	3 credits

Only one of the following may count for credit toward the same degree: HUMA250G Research Methods in the Social Sciences *or* PSYC205 Research Methods

General Education, SD

Overview

Program Title
General Education, SD

Credential Type
Specialized Diploma

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview

Narrative

General Education courses are at the core of all two and four-year degree programs. Northampton's General Education Specialized Diploma recognizes and validates the value of the knowledge and skills students acquire in these courses. Upon completion, you will be prepared to re-enter the workforce as a stronger candidate, continue your two-year degree at Northampton, or transfer to a four-year institution to complete a bachelor's degree.

Features

Our General Education Specialized Diploma is a stackable credential designed to capture a student's first steps as a dual enrollment student, increasing their career readiness or attaining a two- or four-year degree. It aligns with the National Associations of College and Employers (NACE) Career Competencies and reflects the General Education courses that transfer within the Pennsylvania state college. If you wish to attend another school, we suggest you choose elective courses that are transferable to the institution of your choice. We encourage you to work closely with your academic advisor, as well as a transfer advisor in the Academic Advising Office, to ensure your greatest opportunity for a smooth and successful transition to a four-year institution.

NCC students have transferred to: East Stroudsburg University, Kutztown University, Moravian College, DeSales University, Cedar Crest College, Pennsylvania State University, Temple University

Learning Outcomes

Learning Outcomes

1. Possess the fundamental skills to communicate in an organized and clear manner to various audiences in both written and oral forms.

2. Be able to identify and respond to needs based on analyzing problems and situations.

3. Demonstrate the awareness, knowledge, and skills required to engage and include people from different cultures equitably.

4. Be able to locate, evaluate, interpret, and combine information to reach well-reasoned conclusions or solutions.

5. Leverage technologies ethically to enhance efficiencies and accomplish goals.

6. Demonstrate skills essential for a successful transition into the workplace and/or pursuit of further education.

Course Sequence

Course Sequence Name
Course Sequence - General Education Specialized Diploma
Total Course Sequence Credits
28 - 30

Year	Semester	Credits
Year 1	First Semester	13 - 14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Business & Technology Elective

Credits 3 - 4

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151 - English II

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select

- Elective for General Studies, AA

Credits 3

Program of Study Notes

One course must satisfy a diversity requirement

Business & Technology Elective options: ACCT101 Financial Accounting I, BUSA101 Introduction to Business, BUSA115 Intro to International Business, BUSA232 Principles of Marketing, CISC104 Information Systems, CISC115 Computer Science I, ECON201 Macroeconomics, ECON251G Microeconomics

General Studies, AA

Overview

Program Title

General Studies, AA

Credential Type

Associate in Arts

Academic School

School of Education and Academic Foundations (School)

Academic Level

Undergraduate

Overview

Narrative

If you're ready for college, but you are still exploring career choices, an associate's degree in General Studies can be a good way to start your education. Northampton's General Studies major allows you to explore a variety of fields and to discover what subjects suit you best. We'll provide you with a well-rounded selection of studies in social, cultural, behavioral, scientific and computer-related subjects. Upon completion, you will be prepared to transfer to a four-year institution to complete a bachelor's degree in the major of your choice.

Features

Our General Studies program is specifically designed so that you can transfer your credits to a four-year college or university. Schools that are a part of the Pennsylvania state college and university system will accept all of your credits; however, if you wish to attend another school, we suggest you choose elective courses that are transferable to the institution of your choice. We encourage you to work closely with your academic advisor, as well as the transfer advisor in the Office of Academic Advising, to ensure your greatest opportunity for a smooth and successful transition to a four-year institution.

NCC students have transferred to: East Stroudsburg University, Kutztown University, Moravian College, DeSales University, Cedar Crest College, Pennsylvania State University, Temple University

Learning Outcomes

Learning Outcomes

1. Be able to critically assess and discuss competing perspectives from various disciplines.

2. Demonstrate an understanding of human diversity and an awareness of global issues through analysis of arts, histories, cultures, geographies, economics, medicine, scientific data and/or institutions.

3. Have a basic understanding of key concepts in social sciences, business, and liberal arts.

4. Comprehend the process of scientific inquiry, gain quantitative skills and understand the principles of modern scientific knowledge.

5. Know how to retrieve, evaluate, and apply information from a range of sources.

6. Possess skills necessary to communicate ideas effectively in the workplace.

7. Have a working competency in basic technology applications.

8. Be able to work independently and in teams to complete tasks

Course Sequence

Course Sequence Name
Course Sequence - General Studies, Associate in Arts
Total Course Sequence Credits
61 - 65

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Social and Behavioral Understandings and American Experience

Credits 3

Requirement Select
- World Experience and Cultural Understanding

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- Communications Elective

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- Elective for General Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 17

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Business, Technology, and Innovation Elective

Credits 3 - 4

Requirement Select
- Social and Behavioral Understandings and American Experience

Credits 3

Requirement Select
- World Experience and Cultural Understanding

Credits 3

Requirement Select
- Elective for General Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Social and Behavioral Understandings and American Experience
  OR
- World Experience and Cultural Understanding

Credits 3

Requirement Select

- Elective for General Studies, AA

Credits 12

Program of Study Notes

One course should be designated as Diversity and Global Awareness (D).

Students have a choice of ENGL151L **(Literature option), ENGL151R (Report Writing) or ENGL151T (Technical Writing). Contact your advisor for guidance.**

The Mathematics (QL) and Laboratory Science (SCI) Electives must be selected from the list of approved General Education courses in each of those categories.

For the Electives, students must select one course from the list of approved courses in each of the following three categories: Arts and Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

One General Education Elective must be taken in a Writing Intensive (WI) section. In addition, students must select a second Writing Intensive (WI) course.

Four 200-level courses must be taken.

In addition to satisfying the above requirements, the 18 credits of unspecified electives should be selected from those in the groupings below or from those allowable in the Liberal Arts program, or from the list of courses which are applicable to A.A. and A.S. degrees, or from among the courses in the Library Technical Assistant Specialized Diploma. Within this, students should select courses which will transfer to the baccalaureate institution of their choice whenever possible.

Communications Electives

These courses enhance communication skills and offer students the opportunity to pursue an interest in the arts as communication.

COURSE
ARTA161 Ceramics
CMTH126 The Communication Arts
CMTH225G Scriptwriting
COMM104 Media and Society
COMM205 Public Speaking
COMM214 Interpersonal Communication
COMM215 Intercultural Communication
COMM220 Introduction to Film
COMM230G Introduction to Communication Theory
COMM231 Small Group Communication
ENGL253 Creative Writing
JOUR201 Feature Writing
JOUR204 Newswriting
MDLA102 Elementary French I
MDLA112 Elementary French II
MDLA122 Intermediate French I
MDLA103 Elementary Spanish I
MDLA113 Elementary Spanish II
MDLA123 Intermediate Spanish I
MDLA133 Intermediate Spanish II
MDLA105 Elementary Chinese I
MDLA115 Elementary Chinese II
MDLA125 Intermediate Chinese I
MDLA135 Intermediate Chinese II
MDLA107 Elementary Arabic I
MDLA117 Elementary Arabic II
THEA111 Acting I
THEA115 Technical Theatre and Design
THEA206 Directing
THEA212 Acting II

Business, Technology and Innovation Electives

These courses are the most generally valuable introduction to business, technology, and innovation. They are neither too specialized, nor too technical in nature and should prove both interesting and accessible to the non-major.

COURSE
ACCT101 Financial Accounting I
BUSA101 Introduction to Business
BUSA115 Intro to International Business
BUSA232 Principles of Marketing
CADM100 Engineering Graphic Essentials
CISC104 Information Systems
CISC115 Computer Science I
ECON201 Macroeconomics
ECON251G Microeconomics
ENTR101 Entrepreneurship and Innovation

Social Science/Cultural Studies Electives

These courses inform students about society and culture, past and present. They will help the student to place problems in a broad perspective and to make informed choices about the conduct of their lives. In fulfilling the 15-credit social science/cultural studies elective requirement, no more than nine credits may be earned from either the Social and Behaviors Understanding and American Experience group or the World Experience and Cultural Understanding group.

Social and Behavioral Understandings

COURSE
PHIL111 On Death and Dying
PHIL202 Ethics and Moral Problems
PSYC103 Introduction to Psychology
PSYC251 Child Psychology OR PSYC258 Developmental Psychology
PSYC255 Psychopathology
SOCA103 Principles of Sociology
SOCA150 Deviance
SOCA204 Social Problems

American Experience

COURSE
ENGL265G African American Literature
GEOG151 Cultures, Economies and Environments of the US and Canada
HIST113 American History I
HIST121 The Black Experience
HIST163 American History II
HIST166 Civil War and Reconstruction
HUMA121 American Work Experience
HUMA140 Introduction to Women and Gender Studies
POLS110 American National Government
POLS251 State and Local Government
SOCA105 American Ethnicity

World Experience

COURSE
ENGL264G Irish Literature
GEOG101 Cultures, Peoples and the Environments of the World
GEOG121 Environmental Sustainability
GEOG140 Investigating Climate Change
GLBL130 Introduction to Global Studies
HIST103 Ancient and Medieval History
HIST140 Modern Chinese History
HIST153 Found Mod Euro Hist 1300-1815
HIST168 History of the Middle East
HIST173 Modern European History 1815-Present
HUMA250G Research Methods in the Social Sciences
PHIL121 World Religions
PHIL201 Introduction to Philosophy
PHIL211 Ancient Philosophy
PHIL215 Modern Philosophy
PHIL220 Existentialism
POLS101 Intro to Political Science
POLS202 International Relations
SOCA102 Cultural Anthropology
SOCA160 Issues in Contemporary Genocide and Mass Violence

Cultural Understanding

COURSE
ARCH100 Architecture History I - Antiquity to 1870
ARTA101 Art History Survey
COMM220 Introduction to Film
ENGL201G British Literature I
ENGL203G Shakespeare
ENGL205G American Literature I
ENGL211G Plays: Classical to Contemporary OR THEA211G Plays: Classical to Contemporary
ENGL215G Multicultural Adolescent Lit
ENGL250G Latin American Literature
ENGL251G British Literature II
ENGL255G American Literature II
ENGL256G Modern Poetry
ENGL257G 20th Century Literature by Women
ENGL260G Contemporary Literature
MUSC101 Introduction to Music
THEA110 Intro. to the Theatre Prod./Tech.

Healthcare Office Administrator, SD

Overview

Program Title
Healthcare Office Administrator, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Health Professions and Science (School)	Undergraduate

Overview

Northampton's Healthcare Office Administrator, SD program is designed to prepare you to enter a modern healthcare setting in a short time frame. The program offers career-specific coursework for a student wishing to complete their studies within three part-time semesters. The program provides course offerings that prepare you to work as a team player in a specialized office environment.

Your studies will include state-of-the-art office equipment and computer software. You will learn the marketable skills required to work effectively with other people in a healthcare environment. We emphasize development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking, priority setting, and decision-making skills needed in today's quality-oriented business environment.

Graduates of this specialized diploma program often go on to gain employment and then pursue NCC's Healthcare Office Administrator certificate or Healthcare Office Administrator associate degree.

Features

This program prepares you for the responsibilities and challenges expected of a skilled medical biller and coder. A medical biller and coder translates health care procedures into standardized code for use by insurance companies, while also compiling and submitting claims to insurance companies and billing patients.

Courses for the health care pathways include Basics of Human Anatomy and Physiology, CPT Coding Methodology, and PCS Coding Methodologies. We have an excellent record of employment for our graduates in a full range of health care settings.

Graduates of this specialized diploma program can also continue on to complete the Health Care Office Specialist certificate, as well as the Healthcare Office Administrator associate degree, with ease.

Endorsed by Local Employers

Potential employers for those following this healthcare career pathway include:

- Hospitals
- Community Health Centers
- Ambulatory Surgical Units
- Outpatient Laboratory Centers
- Physician's Offices
- Urgent Care Centers
- Elder Care Facilities

Courses can be taken on-ground or online on a full or part-time basis.

Career Potential: Medical Billing Clerk, Medical Coder, Medical Records Clerk, Patient Account Representative

Learning Outcomes

Learning Outcomes

1. Utilize the appropriate medical terminology.

2. Display the necessary office skills needed to function effectively in a health care setting.

3. Identify the appropriate documentation that is required for billing and reimbursement.

4. Apply the appropriate coding system: ICD codes to diagnosis/procedures, HCPCS codes to medical equipment, supplies, etc., and CPT codes to procedures for health records and billing adhering to current HIPAA standards.

5. Utilize analytical skills and administrative techniques necessary to organize, prioritize, and manage the flow of confidential information with adherence to current HIPAA standards.

Course Sequence

Course Sequence Name
Healthcare Office Administrator, SD
Total Course Sequence Credits
23

Year	Semester	Credits
Year 1	First Semester	8

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 130 - Basics of Human Anatomy and Physiology

Credits 4

Requirement Select
- HCOA 154 - Medical Terminology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	9

Requirement Select
- HCOA 172 - Health Insurance Basics

Credits 3

Requirement Select
- HCOA 175 - ICD-10-CM/PCS Coding Methodologies

Credits 3

Requirement Select
- HCOA 176 - Current Procedural Terminology Coding Methodology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	6

Requirement Select
- HCOA 270 - Advanced Coding for Medical Services

Credits 3

Requirement Select
- HCOA 280 - Medical Coding in the Real World

Credits 3

Hospitality Management: Craft Distillery, SD

Overview

Program Title
Hospitality Management: Craft Distillery, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Narrative
Northampton Community College offers a unique degree in Craft Distillery. The program is the only one in the Mid-Atlantic and New England regions that allows students to learn from grain to glass. The craft beverage industry is one of the fastest growing industry segments that hosts a variety of different job opportunities.

Program Features
The specialized degree of craft distilling combines agriculture, science, and education. Learn fermentation, distilling, proofing, aging, bottling, and product evaluation through NCCs one-year credit program. The specialized diploma addresses legal requirements within the craft distilling industry. Students will study from industry expert instructors and gain essential information on making spirits through a series of labs, hands-on, and practical experiences.

Students have the opportunity to take the Level 1 Award in Spirits through the Wine & Spirit Education Trust (WSET).

Industry Partners: Eight Oaks Farm Distillery, County Seat Spirits, Doan Distillery, Silverback Distillery, Wardog Spirits Distillery, Franklin Hill Vineyards, McCall Collective Brewing Company, and Barley Creek Brewing Company

Career Potentials in Craft Distillery: Brewer, Distiller, Distilling Apprentice, Maltster, Process Engineer, Quality Assurance, Quality Control, Production Planner, Supply Chain Management, Tasting Room Manager, Sales & Marketing

Learning Outcomes

Learning Outcomes

1. Understand day to day craft beverage operations through development of technical skillsand acquiringindustry terms.

2. Demonstrate craft production through the knowledge of thehistory,science, styles and methods of craft beverage creation.

3. Communicate effectivelyforgovernmentcompliance and with othersuppliers, distribution channel members, employees, and customers to support an ethical and sustainable business.

4. Developprofessional craft beverage technologicalskillsthrough experimental learningensuring quality control andsafety.

5. Read and accurately interpret financial data to make financially sound decisions to operate a craft beverage facility.

6. Utilize critical thinking skills by constructinga business plan to promote a brand, distributionmethods, marketingchannels, and facility site.

Course Sequence

Course Sequence Name
Course Sequence - Craft Distillery Specialized Diploma
Total Course Sequence Credits
27

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- DSTL 101 - Foundations of Distillation Operations

Credits 3

Requirement Select
- CRFT 140 - Fundamentals of Beer, Wine and Spirits

Credits 3

Requirement Select
- CRFT 160 - Craft Fermentation Production

Credits 3

Requirement Select
- CRFT 170 - Craft Beverage Sales and Distribution

Credits 3

Year	Semester	Credits
Year 1	Second Semester	14

Requirement Select
- CHEM 105 - Chemistry in Contemporary Society

Credits 4

Requirement Select
- DSTL 111 - Quality Control and Beverage Sensory Analysis

Credits 1

Requirement Select
- DSTL 121 - Craft Beverage Compliance

Credits 3

Requirement Select
- DSTL 131 - Distillery and Maturation Operations

Credits 3

Requirement Select

- CRFT 180 - Craft Beverage Operations and Process Management

Credits 1

Requirement Select

- CRFT 250 - Craft Practicum

Credits 2

Healthcare Office Administrator, Certificate

Overview

Program Title

Healthcare Office Administrator, Certificate

Credential Type	Academic School	Academic Level
Certificate	School of Health Professions and Science (School)	Undergraduate

Overview

Northampton's Healthcare Office Administrator certificate program is designed to prepare you to enter a modern healthcare setting in a short time frame. The program offers career-specific coursework for a student wishing to complete their studies within three full-time semesters. Each program provides course offerings that prepare you to work as a team player in a specialized healthcare environment.

Your studies will include state-of-the-art office equipment and computer software. You will learn the marketable skills required to work effectively with other people in an office environment. We emphasize development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking, priority setting, and decision-making skills needed in today's quality-oriented healthcare environment.

Graduates of this certificate program often go on to gain employment and then pursue NCC's Healthcare Office Administrator associate degree.

Features

This program prepares you for the responsibilities and challenges expected of a skilled administrative assistant in a healthcare setting. Responsibilities of a healthcare office specialist include front-office duties, health services coding, and patient insurance reimbursement, but these responsibilities can vary depending on the size of the practice.

Courses for the healthcare pathways include Basics of Human Anatomy and Physiology, CPT Coding Methodology, and PCS Coding Methodologies.

We have an excellent record of employment for our graduates in the full range of healthcare settings.

Graduates of this certificate program can also continue on to complete the Healthcare Office Administrator associate degree with ease.

Endorsed by Local Employers

Potential employers for those following this healthcare career pathway include:

- Hospitals
- Community Health Centers
- Ambulatory Surgical Units
- Outpatient Laboratory Centers
- Physician's Offices
- Urgent Care Centers
- Elder Care Facilities

Courses can be taken on-ground or online on a full or part-time basis.

Career Potential: Medical Receptionist, Medical Secretary, Medical Administrative Assistant, Patient Coordinator, Medical Billing Clerk, Medical Coder, Medical Records Clerk

Learning Outcomes

Learning Outcomes

1. Utilize the appropriate medical terminology.

2. Display the necessary office skills needed to function effectively in a health care setting.

3. Identify the appropriate documentation that is required for billing and reimbursement.

4. Apply the appropriate coding system: ICD codes to diagnosis/procedures, HCPCS codes to medical equipment, supplies, etc., and CPT codes to procedures for health records and billing adhering to current HIPAA standards.

5. Utilize analytical skills and administrative techniques necessary to organize, prioritize, and manage the flow of confidential information with adherence to current HIPAA standards.

Course Sequence

Course Sequence Name
Healthcare Office Administrator, Certificate
Total Course Sequence Credits
39

Year	Semester	Credits
Year 1	First Semester	15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HCOA 177 - Health Information Technology

Credits 3

Requirement Select
- PUBH 100 - Introduction to Healthcare Careers

Credits 1

Requirement Select
- BIOS 130 - Basics of Human Anatomy and Physiology

Credits 4

Requirement Select
- HCOA 154 - Medical Terminology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- HCOA 172 - Health Insurance Basics

Credits 3

Requirement Select
- HCOA 175 - ICD-10-CM/PCS Coding Methodologies

Credits 3

Requirement Select
- HCOA 176 - Current Procedural Terminology Coding Methodology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	12

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- HCOA 240 - Medical Office Mngmt Practices

Credits 3

Requirement Select
- HCOA 274 - Special Topics in Health Care Office Administration

Credits 3

Requirement Select
- HCOA 280 - Medical Coding in the Real World

Credits 3

Healthcare Office Administrator, AAS

Overview

Program Title
Healthcare Office Administrator, AAS

Credential Type
Associate in Applied Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Northampton's Healthcare Office Administrator degree program is designed to prepare you for a wide variety of opportunities in a modern healthcare setting.

Your studies will include state-of-the-art office equipment and software. You will learn the marketable skills required to work well with other people in a healthcare environment. We emphasize development of professional attitudes, values, and ethics. As you grow through the program, you will gain critical thinking, priority setting, and decision-making skills needed in today's business environment.

Features

This program prepares you to accept the responsibilities and challenges expected of a skilled healthcare office administrator in the vast professional medical field. A healthcare office administrator ensures a well-run practice for physicians and patients in strict compliance with health care laws. Office administrators oversee the business operations of medical offices, clinics, managed care organizations, health agencies, and similar organizations. Their responsibilities are broad in scope and highly dependent on the size of the practice.

Courses for the health care pathways include Basics of Human Anatomy and Physiology, CPT Coding Methodology, and PCS Coding Methodologies.

We have an excellent record of employment for our graduates in the full range of medical office settings.

Endorsed by Local Employers

Potential employers for those following this healthcare career pathway include:

- Hospitals
- Community Health Centers
- Ambulatory Surgical Units
- Outpatient Laboratory Centers
- Physician's Offices
- Urgent Care Centers
- Elder Care Facilities

This program can be completed on-ground or 85% online, on a full- or part-time basis.

Please contact the Program Coordinator or Division offices should you have questions.

Career Potential: Medical Office Manager, Medical Administrative Assistant, Administrative Assistant, Medical Receptionist, Medical Billing Clerk, Medical Transcriptionist, Medical Coder, Medical Records Clerk, Medical Secretary

Learning Outcomes

Learning Outcomes

1. Utilize the appropriate medical terminology.

2. Display the necessary office skills needed to function effectively in a health care setting.

3. Identify the appropriate documentation that is required for billing and reimbursement.

4. Apply the appropriate coding system: ICD codes to diagnosis/procedures, HCPCS codes to medical equipment, supplies, etc., and CPT codes to procedures for health records and billing adhering to current HIPAA standards.

5. Utilize analytical skills and administrative techniques necessary to organize, prioritize, and manage the flow of confidential information with adherence to current HIPAA standards.

Course Sequence

Course Sequence Name
Healthcare Office Administrator, AAS
Total Course Sequence Credits
63

Year	Semester	Credits
Year 1	First Semester	15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- PUBH 100 - Introduction to Healthcare Careers

Credits 1

Requirement Select
- BIOS 130 - Basics of Human Anatomy and Physiology

Credits 4

Requirement Select
- HCOA 154 - Medical Terminology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- HCOA 172 - Health Insurance Basics

Credits 3

Requirement Select
- HCOA 175 - ICD-10-CM/PCS Coding Methodologies

Credits 3

Requirement Select
- HCOA 176 - Current Procedural Terminology Coding Methodology

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ACCT 100 - Accounting for Non-Accountants
  OR
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- HCOA 177 - Health Information Technology

Credits 3

Requirement Select
- HCOA 240 - Medical Office Mngmt Practices

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- HCOA 274 - Special Topics in Health Care Office Administration

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

For the General Education Elective, students must select one course from the list of approved courses in one of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

One course should be designated as Diversity and Global Awareness (D).

Hotel, Restaurant and Event Management, SD

Overview

Program Title
Hotel, Restaurant and Event Management, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Narrative
Northampton's Hotel, Restaurant, and Event Management Specialized Diploma prepares you to effectively address guest service and supervisory challenges across diverse segments of the hospitality industry. Graduates are equipped for roles such as catering supervisor, banquet manager, convention services coordinator, event coordinator, or restaurant manager, with flexibility to focus on hotel, restaurant, or event management.

Features

The Hotel, Restaurant, and Event Management Specialized Diploma provides comprehensive training in restaurant operations, event planning, front desk and hotel operations, and business fundamentals including accounting, marketing, human resources, and leadership. Graduates are prepared for entry-level management opportunities hotels, resorts, event venues, country clubs, restaurants, and a variety of related businesses.

The program emphasizes core principles of guest service, team leadership, communication, and problem-solving. Coursework covers leadership, human resources, marketing, financial accounting, and customer experience management. The curriculum was developed with an emphasis on flexibility to accommodate full-time employees and busy individuals, allowing students to balance their education with work and personal commitments.

Career Potential:
Restaurant Supervisor | Banquet Manager | Catering Supervisor | Convention Services Coordinator | Event Coordinator | Front Desk Supervisor

Learning Outcomes

Learning Outcomes

1. Identify and apply the knowledge and skills necessary for hospitality and tourism operations

2. Demonstrate competence in the communication skills necessary for hospitality and tourism management

3. Evaluate leadership principles necessary in the diverse and global hospitality and tourism industry

4. Develop and integrate a core set of business skills necessary to successfully operate a hospitality and tourism organization

5. Formulate business decisions in hospitality and tourism management

Course Sequence

Course Sequence Name
Hotel, Restaurant and Event Management, SD
Total Course Sequence Credits
22

Year	Semester	Credits
Year 1	First Semester	10

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HOSP 105 - Foundations of Hospitality and Service Management

Credits 3

Requirement Select
- HOSP 201 - Strategic Leadership Hospitality

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- ACCT 100 - Accounting for Non-Accountants

Credits 3

Requirement Select
- HOSP 111 - Food and Beverage Management

OR
- HOSP 125 - Meetings, Conventions and Expositions

OR
- HOSP 207 - Rooms Division Management

Credits 3

Health Sciences, AAS

Overview

Program Title
Health Sciences, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Health Professions and Science (School)	Undergraduate

Overview
This program is designed to provide students with a broad understanding of the healthcare system and career options, as well as, provide a solid foundation of knowledge, abilities and skills for health education or community health worker. Students will learn how to use an evidence based approach to public health education and health awareness to improve the community health overall as this degree can foster a healthcare job.

Learning Outcomes

Learning Outcomes

1. Analyze and evaluate programs and educational opportunities in the healthcare arena

2. Demonstrate effective communication and apply adult teaching learning principles to healthcare education

3. Apply critical thinking and problem solving skills to healthcare related situations

4. Analyze data related to health assessment and research in the healthcare arena

5. Design an educational program including assessment, planning, implementation and evaluation for the community and be able to disseminate the information

Course Sequence

Course Sequence Name
Health Sciences, Associate in Applied-Science
Total Course Sequence Credits
62 - 64

Year	Semester	Credits
Year 1	First Semester	14 - 15

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- PUBH 100 - Introduction to Healthcare Careers

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3 - 4

Requirement Select
- MATH 140 - Applied College Algebra

OR
- MATH 150 - Introductory Statistics

OR
- MATH 112 - Math for Allied Health

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- BIOS 160 - Human Biology

OR
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- NUTR 105 - Introduction to Nutrition

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

OR
- SOCA 102 - Cultural Anthropology

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16 - 17

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

OR
- Electives for AAS degrees

Credits 3 - 4

Requirement Select
- PUBH 101 - Introduction to Public Health

Credits 3

Requirement Select
- PUBH 102 - Introduction to Epidemiology

Credits 3

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- PUBH 103 - Social and Cultural Perspectives of Health

Credits 3

Requirement Select
- PSYC 230 - Introduction to Health Psychology

Credits 3

Requirement Select
- PSYC 258 - Developmental Psychology

Credits 3

Program of Study Notes

Completion of PHIL 202G satisfies the Writing Intensive (WI) requirement.

Completion of ENGL 151L satisfies the Diversity and Global Awareness (D) requirement.

BIOS 204 and 254 are recommended for students intending to apply to the following programs:

- Diagnostic Medical Sonography
- Nursing (RN)
- Radiography
- Respiratory Care

BIOS 160 is recommended for students intending to apply to the following programs:

- Dental Hygiene
- Nursing (LPN)

MATH 112 is recommended for students intending to apply for the following programs:

- Respiratory Care
- Veterinary Technician

MATH 150 is recommended for students intending to apply for the Nursing (RN) program

BIOS 202 is recommended for students intending to apply for the Veterinary Technician program

CHEM 135 is recommended for students intending to apply for the Veterinary Technician program

For Health Sciences students, BIOS 115 for the student's free elective is recommended

Meeting and Entertainment Specialist, SD

Overview

Program Title
Meeting and Entertainment Specialist, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

The Meeting and Entertainment Specialist diploma at Northampton prepares you to plan, organize, and manage a wide array of events, from corporate meetings to social gatherings, festivals, and live entertainment experiences. Our graduates pursue careers as meeting planners, event coordinators, sales coordinators, banquet/convention services managers, and catering supervisors, excelling in roles that require creativity, precision, and leadership in delivering memorable events of any scale.

Learning Outcomes

Learning Outcomes

1. Identify and apply the knowledge and skills necessary for hospitality and tourism operations

2. Demonstrate competence in the communication skills necessary for hospitality and tourism management

3. Evaluate leadership principles necessary in the diverse and global hospitality and tourism industry

4. Develop and integrate a core set of business skills necessary to successfully operate a hospitality and tourism organization

5. Formulate business decisions in hospitality and tourism management

Course Sequence

Course Sequence Name
Meeting and Entertainment Specialist, SD
Total Course Sequence Credits
19

Year	Semester	Credits
Year 1	First Semester	10

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- HOSP 125 - Meetings, Conventions and Expositions

Credits 3

Requirement Select
- HOSP 128 - Wedding and Social Event Management

Credits 3

Requirement Select
- HOSP 140 - Principles of Festival Operations

Credits 3

Year	Semester	Credits
Year 2	Second Semester	9

Requirement Select
- HOSP 142 - Concerts and Live Entertainment

Credits 3

Requirement Select
- HOSP 230 - Meeting and Event Management

Credits 3

Requirement Select
- HOSP 132 - Event Promotion and Sponsorship

Credits 3

Hotel, Restaurant and Event Management, AAS

Overview

Program Title

Hotel, Restaurant and Event Management, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Features

For students interested in a career in hotel, restaurant, or event management, Northampton Community College offers the opportunity to earn an Associate in Applied Science (A.A.S.) degree in **Hotel, Restaurant, and Event Management (HREM)**. Core courses in the program include meetings and events, menu planning, catering, front desk operations, accounting, marketing, and human resources. Students also gain experience in key areas such as customer service, revenue management, cultural awareness, and leadership.

Students will receive hands-on training through campus special events and partnerships with respected local hospitality venues, including restaurants, hotels, and event spaces.

The HREM program fosters teamwork, professionalism, and learning through real-world experiences. Classroom instruction is enhanced by field trips, guest speakers, and the opportunity to earn industry-recognized certifications. All students complete a 225-hour management practicum in their area of interest, giving them the chance to apply their skills and build professional connections.

Course credit or advanced placement options may be available for students from local high schools and vocational-technical schools. Additionally, NCC has transfer agreements with several colleges and universities for those who wish to pursue a four-year degree after graduation. Program faculty and college advisors are available to help students explore pathways to a successful career in the hotel, restaurant, and event industry.

Contact the Admissions Office at 610.861.5500 for further information.

Career Potential: Event Supervisor, Restaurant Operations Supervisor/ Manager/Owner, Conference Services/ Banquet Supervisor/ Festival Operations, Meeting Coordinator, HR Assistant, Contract Food service supervisor/manager, Hotel front desk agent, several other hotel, restaurant, and event related entry-level positions.

NCC students have transferred to: Pennsylvania State University--College Park and Berks campuses, East Stroudsburg University, Keystone College, Temple University, York College of Pennsylvania

Learning Outcomes

Learning Outcomes

Identify and apply the knowledge and skills necessary for hospitality and tourism operations

Demonstrate competence in the communication skills necessary for hospitality and tourism management

Evaluate leadership principles necessary in the diverse and global hospitality and tourism industry

Develop and integrate a core set of business skills necessary to successfully operate a hospitality and tourism organization

Formulate business decisions in hospitality and tourism management

Course Sequence

Course Sequence Name

Course Sequence - Hospitality Management: Restaurant Administration, Associate in Applied Science

Total Course Sequence Credits

61 - 62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select

- HOSP 105 - Foundations of Hospitality and Service Management

Credits 3

Requirement Select

- HOSP 111 - Food and Beverage Management

Credits 1

Requirement Select

- HOSP 125 - Meetings, Conventions and Expositions

Credits 3

Requirement Select

- ENGL 101 - English I

Credits 3

Requirement Select

- COMM 101 - Introduction to Communication

Credits 3

Requirement Select

- COLS 101 - College Success

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select

- HOSP 130 - Convention Services and Catering Management

Credits 3

Requirement Select
- CULA 123 - Menu Planning and Food and Beverage Cost Control

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- HOSP 201 - Strategic Leadership Hospitality

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- HOSP 128 - Wedding and Social Event Management

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 226 - Human Resources Management

Credits 3

Requirement Select
- ACCT 100 - Accounting for Non-Accountants
  OR
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- HOSP 221G - Hospitality Management Practicum

Credits 3

Requirement Select
- HOSP 207 - Rooms Division Management

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Program of Study Notes

HOSP150 Resort Management is the recommended AAS free elective

Recommended Math and/or Science Electives:

BIOS104 Field Ecology

BIOS110 In Your Genes

CHEM135 Chemistry of Life

MATH103 Technical Mathematics

MATH120 Nature of Mathematics

MATH150 Introductory Statistics

Recommended SIT or SSHB Electives:

GEOG101 Cultures, Peoples and the Environments of the World

GLBL130 Introduction to Global Studies

HIST121 The Black Experience

HIST140 Modern Chinese History

SOCA102 Cultural Anthropology

FDST110 Food and Identity

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the technological competency.

ACCT101 Financial Accounting I is recommended for transfer.

Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Technology, Certificate

Overview

Program Title

Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Technology, Certificate

Credential Type	Academic School	Academic Level
Certificate	School of Business and Industry (School)	Undergraduate

Overview

Narrative

As a graduate of Northampton's HVAC/R certificate program, you will have the qualifications needed to find employment in this highly technical field. Many of our graduates command above-average salaries as service and installation technicians with HVAC/R and mechanical contractors, or as maintenance technicians in commercial and industrial facilities.

Features

Our program offers the unique opportunity to learn the concepts and service practices on components and equipment used in HVAC/R systems. You will also learn the proper methods of recovery and handling of refrigerants and be prepared to take the US Clean Air Act - Section 608 Technician Certification exam.

- **Section 608 Technician Certification | US EPA**

Coursework includes electrical theory, heating and cooling concepts, the refrigeration cycle, equipment operation and maintenance, component specification, whole system operation, system calculations, and diagnostic approaches. Progressive courses train in skills related to commercial AC and refrigeration, residential power wiring/NEC code, oil and gas-fired heating equipment, and air-to-air/geothermal heat pumps. Technical electives allow for exploration of knowledge in related fields.

Course work in the program can be applied toward Northampton's Associate in Applied Science (AAS): Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) Technology

Career Potential: Residential, Commercial, Institutional, and Industrial HVAC/R Service and Operations Technicians; Data Center Cooling Specialists; Building Automation Systems Technicians

Learning Outcomes

Learning Outcomes

1. Identify and describe the operation and application of commonly used types of Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) systems.

2. Demonstrate working knowledge and use technical vocabulary when interpreting control schematics and equipment diagrams.

3. Demonstrate the proper use of common technician tools, meters, and measuring gauges used in HVAC/R construction and troubleshooting.

4. Describe the principles and functions of the mechanical, electrical, and fluid power components used in HVAC/R and related systems.

5. Formulate and plan airflow, refrigeration, and motor control projects that adhere to industry standards.

6. Demonstrate adherence to Occupational Safety and Health Administration (OSHA) safety standards in the general construction industry.

7. Interpret and apply Environmental Protection Agency (EPA) regulatory laws applicable to refrigerant handling and other environmentally hazardous materials.

Course Sequence

Course Sequence Name

Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) Technology, Certificate

Total Course Sequence Credits

51 - 53

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select

- COLS 101 - College Success

Credits 1

Requirement Select

- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select

- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select

- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select

- HVAC 101 - Fundamentals of HVAC/Refrigeration I

Credits 4

Requirement Select

- MATH 103 - Technical Mathematics

Credits 3

Requirement Select

- OSAH 101 - Construction Industry Outreach Safety Education

OR

- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select

- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select

- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select

- ENGL 101 - English I

Credits 3

Requirement Select

- HVAC 102 - Fundamentals of HVAC/Refrigeration II

Credits 3

Requirement Select

- HVAC 124 - Heating: Gas, Oil, Solar Thermal, Air and Hydronic Systems

Credits 4

Requirement Select

- HVAC 140 - Heat Pump Systems

Credits 2

Year	Semester	Credits
Year 2	Third/Fourth Semester+	16 - 18

Requirement Select

- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select

- HVAC 204 - Refrigeration System Design and Troubleshooting

Credits 3

Requirement Select

- HVAC 250 - Air Distribution Systems: Design, Installation, and Testing

Credits 3

Requirement Select

- Technical Elective for HVAC

Credits 6 - 8

Program of Study Notes

HVAC101 Fundamentals of HVAC/R I: In conjunction with this course the seminar/testing session: EPA Refrigerant Usage Certification is offered.

OSAH 101 is the recommended selection.

Schedules vary by semester start, course offerings, and possible student transition to part-time status.

Technical Electives: HVAC265 Building Automation Systems (BAS) is recommended however, can take any CADM, EMEC, ELEC, ELTC, ENGG, CHEM, CISC, HVAC or WELD. Ineligible electives: CADM 100, CADM 117, or EMEC 115

Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Technology, AAS

Overview

Program Title

Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Technology, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

As a graduate of Northampton's HVAC/R AAS program, you will have the qualifications needed to find employment in this highly technical field. Many of our graduates command above-average salaries as service and installation technicians with HVAC/R and mechanical contractors, or as maintenance technicians in commercial and industrial facilities.

Earning the associates degree also improves on opportunities for supervisory or ownership roles and provides a base for transfer towards a higher-level degree.

Features

Our program offers the unique opportunity to learn the concepts and service practices on components and equipment used in HVAC/R systems. You will also learn the proper methods of recovery and handling of refrigerants and be prepared to take the US Clean Air Act - Section 608 Technician Certification exam.

- **Section 608 Technician Certification | US EPA**

Coursework includes electrical theory, heating and cooling concepts, the refrigeration cycle, equipment operation and maintenance, component specification, whole system operation, system calculations, and diagnostic approaches. Progressive courses train in skills related to commercial AC and refrigeration, residential power wiring/NEC code, oil and gas-fired heating equipment, and air-to-air/geothermal heat pumps. Technical electives allow for exploration of knowledge in related fields.

Earning an associate's degree gives you an additional competitive edge, particularly if you are interested in growing into supervisory positions or company ownership. In addition, it can also be a step towards an advanced degree, such as a Bachelor of Science.

Transfer Information:

- **The program is eligible for the Bloomsburg partnership for their Bachelor of Applied Science in Technical Leadership which guarantees 60 credits of transfer for successfully completed AAS degrees.**
- **The program is not specifically intended for transfer but is considered on a case-by-case basis by Pennsylvania College of Technology.**

Career Potential: Residential, Commercial, Institutional, and Industrial HVAC/R Service and Operations Technicians; Data Center Cooling Specialists; Building Automation Systems Technicians; Operations/Service Managers; Independent Owner/Contractor

Learning Outcomes

Learning Outcomes

1. Identify and describe the operation and application of commonly used types of Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) systems.

2. Demonstrate working knowledge and use technical vocabulary when interpreting control schematics and equipment diagrams.

3. Demonstrate the proper use of common technician tools, meters, and measuring gauges used in HVAC/R construction and troubleshooting.

4. Describe the principles and functions of the mechanical, electrical, and fluid power components used in HVAC/R and related systems.

5. Formulate and plan airflow, refrigeration, and motor control projects that adhere to industry standards.

6. Demonstrate adherence to Occupational Safety and Health Administration (OSHA) safety standards in the general construction industry.

7. Interpret and apply Environmental Protection Agency (EPA) regulatory laws applicable to refrigerant handling and other environmentally hazardous materials.

8. Analyze and present data with proficient research and computer data-gathering skills.

Course Sequence

Course Sequence Name
Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) Technology, Associate in Applied Science
Total Course Sequence Credits
66

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- HVAC 101 - Fundamentals of HVAC/Refrigeration I

Credits 4

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HVAC 102 - Fundamentals of HVAC/Refrigeration II

Credits 3

Requirement Select
- HVAC 124 - Heating: Gas, Oil, Solar Thermal, Air and Hydronic Systems

Credits 4

Requirement Select
- HVAC 140 - Heat Pump Systems

Credits 2

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Requirement Select
- Technical Elective for HVAC

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- HVAC 204 - Refrigeration System Design and Troubleshooting

Credits 3

Requirement Select
- HVAC 250 - Air Distribution Systems: Design, Installation, and Testing

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

HVAC101 Fundamentals of HVAC/R I: In conjunction with this course the seminar/testing session: EPA Refrigerant Usage Certification is offered.

OSAH101 Construction Industry Outreach Safety Education is the recommended selection.

Students are strongly advised to select the Technical Writing option- ENGL151T English II, but also could choose Report Writing (ENGL151R English II). Contact your advisor.

Technical Electives: HVAC265 Building Automation Systems (BAS) is recommended however, can take any CADM, EMEC, ELEC, ELTC, ENGG, CHEM, CISC, HVAC or WELD. Ineligible electives: **CADM 100, CADM 117 or EMEC 115**

For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

One course should be designated as Diversity and Global Awareness (D).

Completion of one General Education Elective in a Writing Intensive (WI) section satisfies the Writing Intensive (WI) requirement. GEOG121G Environmental Sustainability is recommended.

Heating, Ventilation, Air Conditioning (HVAC) Technology, SD

Overview

Program Title

Heating, Ventilation, Air Conditioning (HVAC) Technology, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Narrative (SD)

As a graduate of Northampton's Heating, Ventilation and Air Conditioning (HVAC) Technology program, you will have the qualifications needed to find employment in this highly technical field. Many of our graduates command competitive salaries in facilities maintenance jobs and as service and installation technicians in heating and air conditioning service companies.

Our program was created in response to the needs of business and industry for short-term job training programs. Students gain in-depth understanding of HVAC systems and maintenance practices at an accelerated pace.

Features

Our program offers the unique opportunity to learn the concepts and practices on components and equipment used in actual HVAC systems. You will also learn the proper methods of recovery and handling of refrigerants and be prepared to take the EPA Refrigerant Technician licensure test.

Coursework includes electrical theory, heating and cooling concepts, the refrigeration cycle, equipment operation and maintenance, component specification, and diagnostic approaches. Progressive courses train in the skills related to commercial AC, residential power wiring/NEC code, oil and gas-fired heating equipment, air-to-air heat pumps, and geothermal system design and installation.

All of the course work in this specialized diploma program can be applied toward Northampton's higher level, HVAC/R Certificate and the Associate in Applied Science (AAS) degree in Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) Technology.

Career Potential: Facilities Maintenance Mechanic, HVAC Service Technician, and Refrigeration.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.

2. Analyze and present data in an acceptable and standardized manner.

3. Demonstrate a basic framework of technical vocabulary applicable to the HVAC/R field.

4. Demonstrate the proficient use of the tools and diagnostic equipment utilized within the industry.

5. Interpret and apply the EPA regulatory laws applicable to refrigerant handling and other environmentally hazardous materials used with HVAC/R systems.

6. Be able to describe the principles of operation of residential and light commercial heating and cooling equipment.

7. Demonstrate the ability to service and repair these systems utilizing industry proven methods and procedures.

Course Sequence

Course Sequence Name
Course Sequence - Heating, Ventilation and Air Conditioning (HVAC) Technology, Specialized Diploma
Total Course Sequence Credits
29

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- HVAC 101 - Fundamentals of HVAC/Refrigeration I

Credits 4

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education
  OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- CMGT 104 - Construction Print Reading

Credits 3

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- HVAC 102 - Fundamentals of HVAC/Refrigeration II

Credits 3

Requirement Select
- HVAC 124 - Heating: Gas, Oil, Solar Thermal, Air and Hydronic Systems

Credits 4

Requirement Select
- HVAC 140 - Heat Pump Systems

Credits 2

Program of Study Notes

HVAC101 Fundamentals of HVAC/R I: In conjunction with this course the seminar/testing session: EPA Refrigerant Usage Certification is offered.

OSAH101 Construction Industry Outreach Safety Education is the recommended selection.

Innovation and Design Thinking, SD

Overview

Program Title
Innovation and Design Thinking, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
UG

Overview

Narrative

This interdisciplinary Specialized Diploma is for students from all majors who want to change their thinking about innovation as a catalyst for creating social and economic change through an entrepreneurial and intrapreneurial mindset. These mindsets encourage students to challenge the status quo, think outside the box, and find new and innovative solutions. These skills and abilities are valuable in any career as they allow for the development of new products, services, and processes. In addition, intrapreneurial thinking can also be beneficial for personal growth, as it encourages individuals to take control of their own lives, set and achieve goals, and develop a sense of self-reliance.

Program Features

Northampton's Innovation and Design Thinking Specialized Diploma is a stackable credential designed to empower students to develop the knowledge, skills, and mindset necessary to identify and pursue opportunities. This objective is achieved by creating an integrated series of learning experiences that encourage creativity, innovation, collaboration, communication, and risk-taking. Additionally, this diploma allows students to apply their knowledge through hands-on projects, internships, and other experiential learning opportunities. Equally important is this program's interdisciplinary nature, which brings together a diverse group of students with different backgrounds and experiences, creating opportunities for networking and collaboration.

Learning Outcomes

Learning Outcomes

1. Identify real-world problems through curiosity, observation, opportunity recognition, and adaptation

2. Engage in creative problem-solving across contexts using design thinking to generate, develop and test new ideas

3. Demonstrate effective communication, presentation, and collaboration skills

4. Apply the knowledge and skills learned in tangible, real-world projects and a capstone internship

Course Sequence

Course Sequence Name
Innovation and Design Thinkin, SD
Total Course Sequence Credits
12 - 16

Year	Semester	Credits
Year 1	First Semester	7

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENTR 101 - Entrepreneurship and Innovation

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 1	Second Semester	5 - 9

Requirement Select
- Discipline Specific Elective for Innovation & Design Thinking, SD

Credits 3

Requirement Select
- Internship for Innovation & Design Thinking, SD

Credits 2 - 6

Program of Study Notes

Discipline-Specific Electives (Select One)

ARTA170 Computer Graphics

BUSA101 Introduction to Business

BUSA115 Intro to International Business

BUSA137 Principles of Selling

BUSA152 Business Law I

BUSA202 Business Law II

BUSA226 Human Resources Management

BUSA232 Principles of Marketing

COMM231 Small Group Communication

DATS101 Principles of Data Science

ENTR201 Entrepreneurship

GLBL130 Introduction to Global Studies

HOSP201 Strategic Leadership Hospitality

HOSP215 Hospitality Sales and Marketing

HUMA140 Introduction to Women and Gender Studies

HUMA210 Creativity and the Origin of Ideas

POLS202 International Relations

Internship (Select One) OR Relevant Prior Learning Assessment (2 or more Credits)

INTS104 Professional Internship

ARCH200 Architecture Internship

CGRT551 Cognitive Retraining Internship

CMTH275 Media Production Internship

CRFT250 Craft Practicum

EARL263G Internship-Early Childhood

HCOA250 Internship

HOSP221G Hospitality Management Practicum

INTS104 Professional Internship

Internship 3 Credits

PARL250 Internship

SPRT250 Sport Management Practicum

Interior Design: Kitchen and Bath Design, SD

Overview

Program Title

Interior Design: Kitchen and Bath Design, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

This program offers students a focused learning experience in the design of kitchens and bathrooms. The program is shorter than the broader Interior Design specialized diploma. It provides an excellent opportunity for the part-time student who wishes to advance quickly in an exciting area of the field. If you decide to continue your education after earning the diploma, you can apply all of your courses toward the longer specialized diploma or to our AAS degree in Interior Design.

Features

At the introduction to the program, students will gain a broad knowledge of the field of interior design, followed by individual courses focused on kitchen and bathroom design, including lighting design as it relates to the kitchen and bath environment. Capping the program, students will learn how to produce a set of production drawings. You'll use our state of the art professional studio equipped with the most up-to-date computer design software.

Career Potential: Interior Designer, Furniture Representative, Furniture Sales, Fabric Design

NCC students have transferred to: Arcadia University, Moore School of Art, New York School of Interior Design

Learning Outcomes

Learning Outcomes

1. Demonstrate a fundamental understanding of general principles, values and conventions of the Interior Design esthetic.

2. Use abstract design ideas to interpret design information while investigating alternative outcomes based on research and analysis.

3. Use a diverse range of media to think about and convey interior design ideas including writing, speaking, drawing and model making (both hand and digital media).

4. Employ color presentation graphics and material selection boards to communicate Interior Design solutions.

5. Identify parallel and divergent ideas and traditions of architecture and urban design influenced by the social, cultural, historical and philosophical determinants of a global society.

6. Examine and comprehend history and precedent and make informed choices regarding the incorporation of same into kitchen, bath, residential and commercial design projects.

7. Comprehend the technical aspects of design, systems, materials and fundamental principles of building structure and be able to apply that comprehension to interior spatial solutions.

8. Employ principles and standards of accessibility, safety, lighting, building systems, and acoustic control to advanced spatial design projects.

Course Sequence

Course Sequence Name
Course Sequence - Interior Design: Kitchen and Bath Design, Specialized Diploma
Total Course Sequence Credits
19

Year	Semester	Credits
Year 1	First Semester	7

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARCH 101 - Architectural Graphics I

Credits 3

Requirement Select
- INDS 105 - Introduction to Interior Design

Credits 3

Year	Semester	Credits
Year 1	Second Semester	3

Requirement Select
- INDS 121 - Graphics and Presentation Techniques for Interior Designers

Credits 3

Year	Semester	Credits
Year 2	Third Semester	6

Requirement Select
- INDS 165 - Kitchen and Lighting Design

Credits 3

Requirement Select
- ARCH 265 - Digital Production Drawing

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	3

Requirement Select
- INDS 160 - Bath and Lighting Design

Credits 3

Industrial Maintenance Technician, Certificate

Overview

Program Title
Industrial Maintenance Technician, Certificate

Credential Type
Certificate

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate competent communication skills using technical vocabulary and technical writing skills when working with diverse groups displaying the ability to work both independently and collaboratively for observation, integrative, and synthetic skills.

2. Demonstrate the proper care and use of common tools encountered in maintenance positions, while adhering to OSHA safety standards in the servicing of industrial equipment.

3. Demonstrate elementary Welding, Electrical, and Mechanical skills and safety practices for setup, operation, troubleshooting, and fabrication when working on complex electromechanical machinery in a maintenance capacity.

4. Describe and demonstrate a fundamental understanding of principles and function of systems utilizing pneumatic, hydraulic, mechanical and process control of industrial equipment. and Programmable Logic Controls.

5. Apply the knowledge mastered to troubleshoot and solve discipline and industry-related problems through analysis and presentation of data in acceptable and standardized manner while using research and data gathering skills.

Course Sequence

Course Sequence Name
Industrial Maintenance Technician, Certificate
Total Course Sequence Credits
51 - 53

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- EMEC 130 - Introduction to Process Control

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- WELD 105 - Introduction to Welding Processes

Credits 5

Year	Semester	Credits
Year 1	Second Semester	17 - 19

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- EMEC 105 - Introduction to Fluid Power

Credits 3

Requirement Select
- EMEC 110 - Mechanical Components

Credits 3

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- Electives for AAS degrees

Credits 3 - 5

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ELTC 109 - Electrical Wiring II

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 205 - Electrical Controls of Fluid Power

Credits 3

Program of Study Notes

EMEC102 Fundamentals of Mechanical Maintenance, EMEC245 Industrial Control Systems II, HVAC101 Fundamentals of HVAC/R I, or WELD125 GTAW and Semiautomatic Welding Processes are recommended to fulfill the elective requirement. Consult with your advisor.

EMEC102 Fundamentals of Mechanical Maintenance is only available as an option for pre-apprentice completers.

Industrial Maintenance Millwright, AAS

Overview

Program Title
Industrial Maintenance Millwright, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Industrial Maintenance is a high-priority occupation. The electrical and mechanical repair and maintenance of manual and automated machinery used in manufacturing products enable high-speed manufacturing of products from food to hard goods in our competitive global industrial economy. It also demands well-trained technicians to service, maintain, install and retrofit this equipment and keep it running at peak capacity every day.

Northampton's Industrial Maintenance Millwright A.A.S. degree program is designed to prepare you to enter the manufacturing environment as a Mechanical Maintenance technician. NCC graduates are qualified to work on production machinery such as robots, material handling systems, paper, and plastic process equipment, pneumatic and hydraulically controlled systems. Graduates will also work on pharmaceutical packagers, food and beverage manufacturing equipment, and most machines and equipment controlled with programmable logic controllers.

You can choose to complete NCCs specialized diploma in Machine Repair in two semesters to enter the workforce quickly or pursue the associate degree in Industrial Maintenance Millwright. This degree is an excellent option, providing a well-balanced mix of in-demand skills and high salary potential. If you want to add more automation training to your industrial maintenance skillset, with just 18 additional credits, you can add a second associate degree in Electromechanical Technology.

Features

Northampton's Industrial Maintenance Millwright program curriculum was developed with the assistance of many of the area's leading manufacturers and engineering firms in all areas of the program's courses of study, including Electrical, Mechanical, and Welding. The program was designed to meet the demands of local and national manufacturers for entry-level employees who have broad-based hands-on skills.

As a student in the program, you'll gain a strong understanding of basic electrical, mechanical, and welding skills. Industry-experienced instructors introduce you to specific areas of expertise such as motor controls, fluid power, mechanical mechanisms, programmable logic controllers, industrial networks, fundamental stick welding, and GTAW and semi-automatic welding.

Graduates of this program can choose to find gainful and high-paying employment or continue their education towards a Bachelor of Applied Science in Technical Leadership through Bloomsburg University with all Bloomsburg courses taught at Northampton Community College. Check with your advisor for more information and options in course selection.
Endorsed by Local Employers

Potential employers for those following this Mechanical Maintenance Millwright pathway include:

- Maintenance and repair work in Food, Beverage, Pharmaceutical, and other hard goods Manufacturers
- Industrial equipment manufacturers, machine builders, industrial machinery mechanics
- Plumbing, pipefitting, steam fitting
- Construction Companies, building maintenance

NCCS Industrial Maintenance Millwright program can be completed during the day or evening on a full or part-time basis.

Please contact Gary George, at 610.861.4126 or ggeorge@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Maintenance Mechanic, Industrial Machinery Mechanic, Field Service Technician, Electromechanical Technician, Industrial Maintenance Technician, Millwright, Pipe Fitter, Building & Facilities Maintenance, Machine Repairer, Maintenance Supervisor.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively

2. Apply observational troubleshooting, integrative and synthetic skills

3. Converse with peers using the technical vocabulary and graphic interpretations applicable to industrial maintenance

4. Demonstrate the proper use and care of common hand tools, power tools, welding equipment, and electrical tools

5. Demonstrate basic welding skills required for repair and fabrication required in industrial maintenance

6. Utilize principles and foundations learned in Fluid power to operate and maintain common pneumatic and hydraulic systems

7. Describe the function and application of common electrical tools used in industrial environments

8. Demonstrate electrical safety practices and procedures when working with electrical control and power equipment

Course Sequence

Course Sequence Name
Industrial Maintenance Millwright, AAS
Total Course Sequence Credits
66 - 68

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- EMEC 130 - Introduction to Process Control

Credits 3

Requirement Select
- WELD 105 - Introduction to Welding Processes

Credits 5

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- ELTC 107 - Electrical Wiring I

Credits 3

Requirement Select
- EMEC 105 - Introduction to Fluid Power

Credits 3

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- EMEC 110 - Mechanical Components

Credits 3

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- ELTC 109 - Electrical Wiring II

Credits 3

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 205 - Electrical Controls of Fluid Power

Credits 3

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 17

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- EMEC 251 - Mechanical Systems

Credits 3

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3 - 5

Program of Study Notes

Suggested electives are: CADM117 Technical Drawings, WELD125 GTAW and Semiautomatic Welding Processes, or HVAC101 Fundamentals of HVAC/R I. Consult with Advisor.

For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).One elective must be designated as Diversity and Global Awareness (D).

One elective must be taken in a Writing Intensive (WI) section.

Computer competencies are included in various courses in this program (EMEC 130, EME C240). Thus, completing the program automatically satisfies the computing requirement for this program.

PHYS 152 meets the requirement of the third general education requirement for the AAS degree.

Interior Design, AAS

Overview

Program Title
Interior Design, AAS

Credential Type
Associate in Applied Science

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Do you think in color and pattern? Are you sensitive to how people's surroundings can affect their mood, productivity, even their likelihood to make purchases in stores? Interior Design might be for you. Interior Design is the application of the visual principles of color, form, and space to the planning of interior environments. It is the exacting science and vibrant art that creates the places in which we all live and work. It is also a highly skilled profession that challenges you to take into account the structure and utilities of a building, client needs, and budgetary considerations in addition to aesthetics.

Our Interior Design program has been carefully organized to meet the demand for professionally trained interior designers in both residential and contract design. With our associate's degree, you may gain employment upon graduation or consider pursuing a four-year degree.

No special system of accreditation exists for pre-professional interior design programs. Senior schools consider applicants from Northampton on an individual basis and may grant full or partial credit depending on the ability of the student and his or her own transfer requirements. You will need to meet frequently with your faculty advisor in order to structure your course options effectively.

Courses are available for students who want to attend full-time, part-time, during the day or in the evening.

Features

First semester courses provide foundational skills and knowledge in drafting, architecture history and interior and architectural design. Second semester courses build upon these foundational skills with the addition of a digital design studio and History II.

The second year major courses all have some prerequisites from the first year and this allows students to extend their learning into more advanced skill areas. You'll also learn more about building technology in the interior structures and materials course.

Computer technology is woven thru the curriculum utilizing ArchiCAD software as a design tool in the studios and AutoCAD in our digital production drawing course. The program includes a four-course design studio sequence where each semester you will develop and execute your own design projects, working in professional design stations. You will use computers equipped with state of the art design and production software.

We also encourage you to get involved with the faculty-advised student chapter of the American Institute of Architects (AIA) which provides opportunities to enrich your education with field studies and related extracurricular activities, including annual trips to major cities.

Our faculty brings current knowledge into your classroom direct from the professional interior design industry faculty are actively pursuing their own careers in interior design, architecture, product design, and related fields. Faculty are members of the American Institute of Architects and American Society of Interior Designers.

Contact the Admissions Office at 610.861.5500 for further information.

Course Sequence

Course Sequence Name
Course Sequence - Interior Design, Associate in Applied Science
Total Course Sequence Credits
61

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARCH 100 - Architecture History I - Antiquity to 1870

Credits 3

Requirement Select
- ARCH 101 - Architectural Graphics I

Credits 3

Requirement Select
- ARCH 110 - Architecture Design Studio I

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- INDS 105 - Introduction to Interior Design

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ARCH 150 - Architecture Design Studio II (Digital)

Credits 3

Requirement Select
- ARCH 155 - Architecture History II - 1870 to Present

Credits 3

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- INDS 121 - Graphics and Presentation Techniques for Interior Designers

Credits 3

Requirement Select
- INDS 130 - Interior Materials and Structure

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- INDS 100 - History of Interior Design and Furniture

Credits 3

Requirement Select
- INDS 165 - Kitchen and Lighting Design

Credits 3

Requirement Select
- INDS 225 - Residential Interior Design Studio

Credits 3

Requirement Select
- ARCH 265 - Digital Production Drawing

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- INDS 160 - Bath and Lighting Design

Credits 3

Requirement Select
- INDS 255 - Commercial Interior Design Studio

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

ENGL151 English II: Students have a choice of ENGL151L English II (Literature option), ENGL151R English II (Report Writing) or ENGL151T English II (Technical Writing). Contact your advisor for guidance.

- The Diversity and Global Awareness (D) requirement is satisfied by the completion of ENGL151L English II. If a different English II class is completed, select an elective to fulfill the (D) requirement.
- The program-related writing intensive competency is satisfied by a combination of INDS225 Residential Interior Design Studio and INDS255 Commercial Interior Design Studio.
- Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirements for this program.

Interior Design, SD

Overview

Program Title
Interior Design, SD

Credential Type
Specialized Diploma

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

This program is designed for both full-time and part-time students. We've designed this program for those who already have a college degree or need an accelerated alternative career path in the Interior Design profession. Returning students with previously earned bachelor's degrees find this program especially appealing. By adding your general education credits previously earned to the 24 credit diploma, you're only a few part-time semesters to an AAS degree.

Along with a broad introduction to the field of Interior Design, you will learn the fundamental principles of design and gain both hand and computer graphic skills in our design studio and graphics courses. The program also offers a focus on the popular specialty area of kitchen and bath design. Your learning experience is capped with an upper level interior design studio where you will complete projects under the guidance of professional architects and designers.

Features

Full-time students can complete the program in two twelve-credit semesters offered during the day and in the evening. Part-time students can complete the program in four six-credit semesters all offered at night. It is important for students to become familiar with which courses are Fall offerings and which are Spring offerings so they may complete the program as scheduled.

You can apply all of your specialized diploma courses toward Northampton's AAS in Interior Design. An attractive option many students choose is to complete the Interior Design diploma either full-time or part-time while employed and then enter the associate's degree program during the evening on a part-time basis.

Course Sequence

Course Sequence Name
Interior Design, SD
Total Course Sequence Credits
25

Year	Semester	Credits
Year 1	First Semester	10

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARCH 101 - Architectural Graphics I

Credits 3

Requirement Select
- ARCH 110 - Architecture Design Studio I

Credits 3

Requirement Select
- INDS 105 - Introduction to Interior Design

Credits 3

Year	Semester	Credits
Year 1	Second Semester	9

Requirement Select
- INDS 121 - Graphics and Presentation Techniques for Interior Designers

Credits 3

Requirement Select
- INDS 130 - Interior Materials and Structure

Credits 3

Requirement Select
- INDS 255 - Commercial Interior Design Studio

Credits 3

Year	Semester	Credits
Year 2	Third Semester	6

Requirement Select
- ARCH 265 - Digital Production Drawing

Credits 3

Requirement Select
- INDS 165 - Kitchen and Lighting Design

Credits 3

Instrumentation Process Control Technician, Certificate

Overview

Program Title
Instrumentation Process Control Technician, Certificate

Credential Type	Academic School	Academic Level
Certificate	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Instrumentation Process Control program is designed to prepare you to enter a career in automated manufacturing. The Instrumentation Process Control certificate program offers coursework for a student wishing to complete their studies within three semesters or advance your current machinery repair skills to the next level. The program also provides course offerings that prepare you to work as a team player in a specialized manufacturing environment. Your studies will include state-of-the-art process control equipment and principles from the International Society of Automation (ISA). You will learn the marketable skills required to work effectively within a manufacturing environment with a strong emphasis on the development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking and decision-making skills needed in today's quality-oriented business environment. Graduates of this certificate program can gain employment and then pursue NCC's Electromechanical Technology Automated Controls associate degree program. This program will be of benefit to those who are seeking a position in manufacturing process control as an instrument technician or those who are seeking to change careers. It is also useful for production technicians in need of updated skills.

Features

This program prepares you for the responsibilities and challenges expected of a skilled tradesperson in a manufacturing setting. Students will gain the knowledge and understanding of basic instruments used to measure temperature, pressure, flow and level. Along with troubleshooting skills, you will gain knowledge of installing, calibrating, and tuning a wide array of control loops and understanding and applying Proportional-Integral-Derivative (PID) control algorithms. This is all accomplished with extensive hands-on lab activities using actual equipment that is used in the field, and computer technology to aid in the diagnostic process Courses for the Instrumentation Process Control certificate program include Electrical Fundamentals, Introduction to Process Control, Industrial Control Systems I & II, and Instrumentation I & II. All of the courses in the certificate can be applied to the Electromechanical Technology Automated Systems associate degree program.

Endorsed by Local Employers

Potential employers for those following this Instrumentation pathway include:

- Food Manufacturers
- Pharmaceutical Manufacturers
- Chemical Manufacturers

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Gary George, at 610.861.4126 or ggeorge@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Chemical Equipment Maintenance, Biotech Equipment Maintenance, Electromechanical Equipment Assembler, Control Valve Installer/ Repairer, Maintenance Technician, Water Waste Treatment Systems Maintenance.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.
2. Analyze and present data in an acceptable and standardized manner.
3. Demonstrate a basic framework of technical vocabulary and graphics interpretation.
4. Demonstrate an understanding of basic principles and theories related to improving process control.
5. Analyze and troubleshoot mechanical and electrical problems.
6. Demonstrate observational, integrative, and synthetic skills.
7. Demonstrate the proper use and care of instrumentation equipment.
8. Understand the mechanics and operation of equipment measuring temperature, pressure and flow.
9. Use data to analyze and to avoid failures.

Course Sequence

Course Sequence Name
Course Sequence - Instrumentation Process Control Technician, Certificate
Total Course Sequence Credits
33

Year	Semester	Credits
Year 1	First Semester	12

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- EMEC 125 - Process and Automation Diagrams- Process and Instrumentation Drawings

Credits 2

Requirement Select
- EMEC 130 - Introduction to Process Control

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Year	Semester	Credits
Year 1	Second Semester	11

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- EMEC 220 - Instrumentation I

Credits 3

Requirement Select
- EMEC 240 - Industrial Control Systems I

Credits 4

Year	Semester	Credits
Year 2	Third Semester	10

Requirement Select
- EMEC 225 - Instrumentation II

Credits 3

Requirement Select
- EMEC 245 - Industrial Control Systems II

Credits 3

Requirement Select
- PHYS 101 - Physics I

Credits 4

Program of Study Notes

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

Help Desk and IT Support Specialist, SD

Overview

Program Title

Help Desk and IT Support Specialist, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	UG

The 1-year IT Fundamentals program will provide students expertise in PC support, data communication, networking hardware, operating systems, server administration, Linux administration as well as implementing security controls and troubleshooting issues. Students will enhance their communication, teamwork, and other soft skills to prepare for their career through a variety of hands-on lab experience on real, in classroom lab equipment including time working with an in-class ticketing and inventory management system, cisco routers and switches, and physical server hardware.

Upon completion of the program students will be prepared to take the CompTIA A+, Network+, Linux+, Security+ and Microsoft AZ-800 certification exams

Learning Outcomes

Learning Outcomes

1) Explain the OSI and TCP/IP layered models for communication standardization and their use in enterprise architecture.

2) Install, configure, secure network hardware (routers, switches, access points), PC hardware, thin clients, and server hardware

3)Troubleshoot issues including documenting problems, troubleshooting steps, and resolution for networks, servers, and PCs.

4)Execute and understand network and device security, configuration, and best practices.

5)Understand common operating systems used in the enterprise environment including Windows, Windows Server, Linux, MacOS, Cisco IOS.

6)Understand, configure, and troubleshoot common peripheral devices including printers, scanners, monitors, projectors.

Admissions Requirements

No Requirements

Course Sequence

Course Sequence Name

IT Support Program Map

Total Course Sequence Credits

25

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select

- COLS 101 - College Success

Credits 1

Requirement Select

- CISC 137 - Introduction to Networking Hardware

Credits 4

Requirement Select

- CISC 136 - PC Support and Troubleshooting

Credits 4

Requirement Select

- CISC 105 - Desktop Operating Systems

Credits 4

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select

- CISC 265 - Windows Server Administration

Credits 4

Requirement Select

- CISC 286 - Linux Administration

Credits 4

Requirement Select

- CISC 180 - Introduction to Network Security

Credits 4

Individualized Transfer Studies, AA

Overview

Program Title

Individualized Transfer Studies, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

Even if Northampton's extensive selection of degree programs doesn't include your intended major, you can still begin your studies here by creating an Individualized Transfer Studies program. By working with your advisor, you can carefully select courses at NCC that are required by the four-year institution to which you plan to transfer. Doing so will give you an affordable head start on your baccalaureate degree with an associate's degree from Northampton.

Please note that this option is intended only for students who have identified their baccalaureate college of choice, and their intended major, and are pre-planning a program of Northampton courses to fulfill the general distribution requirements and other courses that are transferable to the four-year institution.

Features

The Individualized Transfer Studies program consists of a three-part curriculum, including:

- The current Northampton general education core for associate in arts programs
- The addition of one Humanities and one Social Science course to the general education electives
- 30 credit hours aligned with the requirements of the degree program at your transfer institution

The College has negotiated opportunities for students to use the Individualized Transfer Studies program to transfer to several colleges/universities for specific programs:

- East Stroudsburg University
  - Health Service Administration, BS Degree
  - Health Education, Concentration in Community Health, BS Degree
- Kutztown University
  - Art Education, BS Degree
- DeSales University (via online learning)
  - Accounting, BA Degree

Requirements

Students will be eligible for this program by:

1. Pre-planning a 61-credit program with the assistance of the Director of Advising
2. Securing the signature of the transfer counselor and appropriate academic dean
3. Agreeing to work with an academic advisor each semester before registration
4. Securing all signatures for the pre-planned program before attempting the last 15 credits at Northampton
5. Agreeing to contact an advisor at the baccalaureate institution during the first semester of study

Contact the Admissions Office at 610.861.5500 for further information.

Learning Outcomes

Learning Outcomes

1. With the assistance of the Transfer Advisor, have planned and completed a 61-credit program tailored to their transfer institution.

2. Have fulfilled all general education objectives at Northampton and maximized their transfer to a baccalaureate institution.

Course Sequence

Course Sequence Name
Course Sequence - Individualized Transfer Studies, Associate in Arts
Total Course Sequence Credits
23

Year	Semester	Credits
Year 1	Required Courses	23

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- Course Not Found

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- Course Set Not Found

Credits 3

Requirement Select
- Course Set Not Found

Credits 4

Requirement Select
- Course Set Not Found

Credits 3

Requirement Select
- Course Set Not Found
  OR
- Course Set Not Found
  OR
- Course Set Not Found

Credits 3

Journalism, Media & Professional Writing: Business Writing, AA

Overview

Program Title
Journalism, Media & Professional Writing: Business Writing, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

Northampton's Journalism, Media & Professional Writing Program provides the foundation for a career in the dynamic, digital world of the news media and professional communications in the 21st century. The major prepares students to transfer into a four-year degree program. The program emphasizes practical skills in reporting and writing for print and the web for students with no experience and provides those with some experience an opportunity to enhance their skills.

Students taking the journalism concentration in this major focus on reporting news of interest, relevance and usefulness to the college community, especially its students. This approach stresses "learning by doing," which means students will work in the field covering issues, trends and events at the school, as well as those outside the school that affect the NCC community.

Students taking the business writing concentration will focus on news reporting and writing for publication, but with additional emphasis on skills specific to business communication in a multicultural society.

Graduates with reporting and writing skills and a baccalaureate degree can expect to begin their careers at regional newspapers, web publications or other news outlets, as well as public relations firms, corporate communications offices, or other employers who rely on communications specialists.

Features

Students in the journalism concentration are required to participate in the flagship of the program, The Commuter, the student news operation published online and in print. Students in the business writing concentration are welcome to participate on The Commuter.

Students report on the community, both at the College and in the surrounding area. This practical hands-on approach gives students exposure to situations similar to those that professional journalists encounter every day.

Courses in this program are offered primarily during the day. Contact the Admissions Office at 610.861.5500 for more information.

Learning Outcomes

Learning Outcomes

Demonstrate ability to use journalistic style to plan and produce copy for a public relations campaign.

Be critically aware of the roles, legal rights and ethical responsibilities of journalists in a multicultural society.

Demonstrate responsible news judgment that serves the needs of a multicultural audience.

Demonstrate ability to edit copy for appropriate, correct English and Associated Press (AP) style.

Demonstrate ability to write interesting headlines and captions fitting an article or photograph.

Demonstrate ability to gather material and create news content for print and the web.

Be able to use various narrative techniques in creating news content for print and the web.

Demonstrate understanding of the basic operation of desktop and web publishing tools.

Be able to use social media, search engine optimization and content aggregation to reach and build an intended audience.

Course Sequence

Course Sequence Name
Journalism, Media & Professional Writing: Business Writing Concentration, AA

Total Course Sequence Credits
63 - 64

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- JOUR 102 - News Editing

Credits 3

Requirement Select
- JOUR 104 - Media Publication

Credits 4

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- COMM 104 - Media and Society

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- ENGL 151R - English II

OR
- ENGL 151T - English II

Credits 3

Requirement Select
- POLS 251 - State and Local Government

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- BIOS 126 - Environmental Science

Credits 4

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- ECON 201 - Macroeconomics

Credits 3

Requirement Select
- JOUR 204 - Newswriting

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- CMTH 180 - Digital Media Storytelling

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- JOUR 202 - Social Media for Writers

Credits 3

Requirement Select
- JOUR 203G - Writing for Public Relations

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Program of Study Notes

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

One course should be designated as Diversity and Global Awareness (D).

Completion of BUSA 221G and JOUR 203G satisfies the Writing Intensive (WI) requirement for this program.

Students are advised to take one semester of a foreign language -- preferably in fall when more intro courses are offered -- as their Arts & Humanities Elective.

Students are advised to take GEOG210 Weather and Climate as a Science Elective

Journalism, Media and Professional Writing: Journalism, AA

Overview

Program Title

Journalism, Media and Professional Writing: Journalism, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Narrative

Northampton's Journalism, Media & Professional Writing Program provides the foundation for a career in the dynamic, digital world of the news media and professional communications in the 21st century. The major prepares students to transfer into a four-year degree program. The program emphasizes practical skills in reporting and writing for print and the web for students with no experience and provides those with some experience an opportunity to enhance their skills.

Students taking the journalism concentration in this major focus on reporting news of interest, relevance and usefulness to the college community, especially its students. This approach stresses "learning by doing," which means students will work in the field covering issues, trends and events at the school, as well as those outside the school that affect the NCC community.

Students taking the business writing concentration will focus on news reporting and writing for publication, but with additional emphasis on skills specific to business communication in a multicultural society.

Graduates with reporting and writing skills and a baccalaureate degree can expect to begin their careers at regional newspapers, web publications or other news outlets, as well as public relations firms, corporate communications offices, or other employers who rely on communications specialists.

Features

Students in the journalism concentration are required to participate in the flagship of the program, The Commuter, the student news operation published online and in print. Students in the business writing concentration are welcome to participate on The Commuter.

Students report on the community, both at the College and in the surrounding area. This practical hands-on approach gives students exposure to situations similar to those that professional journalists encounter every day.

Courses in this program are offered primarily during the day. Contact the Admissions Office at 610.861.5500 for more information.

Learning Outcomes

Learning Outcomes

1. Be critically aware of the roles, legal rights and ethical responsibilities of journalists in a multicultural society.

2. Demonstrate responsible news judgment that serves the needs of a multicultural audience.

3. Demonstrate ability to edit copy for appropriate, correct English and Associated Press (AP) style.

4. Demonstrate ability to write interesting headlines and captions fitting an article or photograph.

5. Demonstrate ability to gather material and create news content for print and the web.

6. Be able to use various narrative techniques in creating news content for print and the web.

7. Demonstrate understanding of the basic operation of desktop and web publishing tools.

8. Be able to use social media, search engine optimization and content aggregation to reach and build an intended audience.

Course Sequence

Course Sequence Name

Journalism, Media and Professional Writing: Journalism Concentration, AA

Total Course Sequence Credits

63 - 64

Year	Semester	Credits
Year 1	First Semester	17

Requirement Select

- COLS 101 - College Success

Credits 1

Requirement Select

- COMM 101 - Introduction to Communication

Credits 3

Requirement Select

- ENGL 101 - English I

Credits 3

Requirement Select

- JOUR 101 - Journalism and Society

Credits 3

Requirement Select

- JOUR 102 - News Editing

Credits 3

Requirement Select

- JOUR 104 - Media Publication

Credits 4

Year	Semester	Credits

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- COMM 104 - Media and Society

Credits 3

Requirement Select
- CMTH 122 - Radio Workshop

OR
- JOUR 210 - Journalism Practicum

Credits 1

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- HIST 163 - American History II

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- SOCA 103G - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- BIOS 126 - Environmental Science

Credits 4

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- JOUR 204 - Newswriting

Credits 3

Requirement Select
- JOUR 210 - Journalism Practicum

Credits 1

Requirement Select
- POLS 251 - State and Local Government

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	13 - 14

Requirement Select
- CMTH 180 - Digital Media Storytelling

Credits 3

Requirement Select
- JOUR 202 - Social Media for Writers

Credits 3

Requirement Select
- JOUR 201G - Feature Writing

Credits 3

Requirement Select
- JOUR 210 - Journalism Practicum

Credits 1

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Program of Study Notes

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

One course should be designated as Diversity and Global Awareness (D).

Completion of SOCA103G and JOUR201G satisfies the Writing Intensive (WI) requirement for this program.

Students are advised to take one semester of a foreign language -- preferably in fall when more intro courses are offered -- as their Arts & Humanities Elective.

Students are advised to take GEOG210 Weather and Climate as a Science Elective

Students are expected to participate in The Commuter every semester.

Students may substitute one semester of CMTH122 Radio Workshop for one semester of the JOUR210 Journalism Practicum.

Students are encouraged to take courses available over the summer to lessen course loads over semesters.

Liberal Arts, AA

Overview

Program Title
Liberal Arts, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

The Liberal Arts program offers students planning to complete a bachelor's degree a strong foundation in both general education and a selected field of concentration. The curriculum has been designed to meet the requirements for the first two years of BA programs at many of the schools to which Northampton students commonly transfer. Northampton has also negotiated a number of Liberal Arts transfer agreements, including dual admissions agreements, with many regional colleges and universities.

Liberal Arts majors often go on to careers in communications, management, public relations, marketing, and the arts. Their generalist background makes them readily employable at many levels in a wide range of career choices.

Features

The program is both solid and flexible and provides an excellent, tailored preparation for transfer. Students who are undecided about their future major can explore different options by taking elective courses in various departments. Or electives can be chosen to concentrate in English, History, Philosophy, Sociology, or Women's and Gender Studies, in order to prepare to major in these disciplines at a transfer institution. Students are encouraged to start taking classes in the chosen concentration in the first semester.

Freedom of choice in this major extends to scheduling as well: courses are available both day and evening, on campus or online.

Concentrations

English Concentration

Students may begin their path to a BA in English or a related field by using the elective credits in the Liberal Arts program toward a concentration in English. To complete the concentration students may select four courses from any of the 200 level English courses.

In English courses students learn how to read and analyze pieces of writing and to respond critically in their own words. A major in English is widely applicable to future careers in journalism, publishing, teaching, business and government.

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Philosophy Concentration

Students may prepare for a BA in Philosophy, or begin a pathway to a variety of degrees and careers including law, teaching, and public service, by using the elective credits in the Liberal Arts program toward a concentration in Philosophy.

Students need to complete Introduction to Philosophy, and select three additional courses from the following: On Death and Dying, World Religions, Ethics and Moral Problems, Asian Philosophies, Ancient Philosophy, Modern Philosophy or Existentialism.

Philosophy makes life more intellectually interesting, deeply meaningful, and ultimately rewarding. Training includes analysis, argument, interpretation, judgment, creative and critical thinking. Students learn reading, reasoning, speaking, and writing at advanced levels - all transferable skills, for further academics and employment.

Sociology Concentration

Students may begin their path to a BA in Sociology or a related field by using the elective credits in the Liberal Arts program toward a concentration in Sociology. Students must take Cultural Anthropology and Principles of Sociology, and may select the remaining two courses from American Ethnicity, Sociology of Families, Issues in Genocide & Mass Violence, Deviance, Sociology of Gender, and Social Problems.

Sociology allows students to study the society they live in by examining various groups within societies, cultural traditions, and social problems. Students learn the skills of observation, critical thinking, and writing.

Women's and Gender Studies Concentration

Students may begin their interdisciplinary work in Women's and Gender Studies by applying the elective credits in the Liberal Arts program toward this concentration. To complete the concentration, students may take any four of the following: 20th Century Literature by Women, Psychology of Sex and Gender, Sociology of Gender, Introduction to Women and Gender Studies, and Women and Politics.

Courses in Women's and Gender Studies allow students to understand and develop an awareness of the impact of gender on the human condition as reflected in the sciences and arts as well as in day-to-day life. Students will be able to communicate and use critical thinking skills in evaluating gender theory as they apply it to disciplines including psychology, sociology, literature, political science and others. Given that gender is a universal human condition, a concentration in Women's and Gender Studies is appropriate for students on virtually any educational path, but is especially valuable for those interested in pursuing a career in the social sciences.

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Transfer to majors in: English, History, Philosophy, Sociology

NCC students have transferred to: East Stroudsburg University, Kutztown University, West Chester University, Moravian College, DeSales University, Albright College, Cedar Crest College, Penn State, Temple University

Learning Outcomes

Learning Outcomes

1. Students will understand literary, historical, contemporary, and global contexts to promote perspective-taking and appreciation of diversity.

2. Students will demonstrate effective communication skills across varied modes of delivery.

3. Students will learn reliable methods for locating and evaluating sources for credibility to support ideas and arguments.

4. Students will think critically to explore and formulate opinions or conclusions about complex academic, ethical, and cultural issues.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts, Associate in Arts
Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- PHIL 201 - Introduction to Philosophy
  OR
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- DANC 101 - Dance History
  OR
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology
  OR
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Literature Elective

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

One course should be designated as Diversity and Global Awareness (D).

Two courses must be completed as Writing Intensive (WI).

Modern Language Elective: Six (6) credits of the same modern language are required for graduation.

History Electives, Literature Electives, and Electives

History Electives: HIST103, HIST113, HIST121, HIST123, HIST153, HIST163, HIST165, HIST166, HIST168, HIST173, HIST183, HIST210, HIST211

English Literature Electives: ENGL201G, ENGL203G, ENGL205G, ENGL250G, ENGL251G, ENGL255G, ENGL256G, ENGL257G, ENGL260G, ENGL264G, ENGL265G

Electives:

Biological Science: any BIOS except not both BIOS105 and BIOS107

Chemistry: any CHEM except CHEM011 or CHEM135

Communications: any COMM and any CMTH except CMTH180, CMTH182, CMTH185, CMTH240, CMTH252

Computer and Information Science: CISC101, CISC114, CISC115

Economics: only ECON201

English: only ENGL201G, ENGL203G, ENGL205G, ENGL211G, ENGL250G, ENGL251G, ENGL253, ENGL255G, ENGL256G, ENGL257G, ENGL258, ENGL260G, ENGL264G, ENGL265G, ENGL267

Geography: any GEOG

Geology: only GEOL201

History: any HIST

Humanities: any HUMA

Journalism: JOUR101, JOUR201, JOUR204

Mathematics: any MATH except MATH020, MATH022, MATH026, MATH028, MATH103, MATH118, MATH119

Modern Languages: any MDLA

Music: any MUSC

Philosophy: any PHIL

Physical Education: any PHED to a maximum of 2 credits

Physics: any PHYS except PHYS215, PHYS225

Political Science: any POLS

Publishing: any PUBL

Psychology: any PSYC

Sociology/Anthropology: any SOCA

Theatre: any THEA

Directed Electives

ECON201, GEOG121, GEOG140, GLBL130, HUMA140, INTS250, POLS101, POLS210G, POLS150, POLS110, POLS202, POLS205, POLS251

Liberal Arts: English, AA

Overview

Program Title
Liberal Arts: English, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

The Liberal Arts program offers students planning to complete a bachelor's degree a strong foundation in both general education and a selected field of concentration. The curriculum has been designed to meet the requirements for the first two years of BA programs at many of the schools to which Northampton students commonly transfer. Northampton has also negotiated a number of Liberal Arts transfer agreements, including dual admissions agreements, with many regional colleges and universities.

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Learning Outcomes

Learning Outcomes

1. Understand the historical and cultural contexts of contemporary civilization.

2. Evaluate and discuss diverse points of view.

3. Communicate ideas effectively.

4. Speak and understand a modern language other than English.

5. Retrieve, evaluate, and apply information from a range of sources.

6. Develop strategies for solving both abstract and practical problems.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts: English Concentration, Associate in Arts
Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- PHIL 201 - Introduction to Philosophy
  OR
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- DANC 101 - Dance History
  OR
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology
  OR
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Literature Elective

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: English, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: English, AA

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: English, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

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Modern Language Elective: Six (6) credits of the same modern language are required for graduation.

Concentration Electives

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History Electives, Literature Electives, and Electives

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Chemistry: any CHEM except CHEM011 or CHEM135

Communications: any COMM and any CMTH except CMTH180, CMTH182, CMTH185, CMTH240, CMTH252

Computer and Information Science: CISC101, CISC114, CISC115

Economics: only ECON201

English: only ENGL201G, ENGL203G, ENGL205G, ENGL211G, ENGL250G, ENGL251G, ENGL253, ENGL255G, ENGL256G, ENGL257G, ENGL258, ENGL260G, ENGL264G, ENGL265G, ENGL267

Geography: any GEOG

Geology: only GEOL201

History: any HIST

Humanities: any HUMA

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Modern Languages: any MDLA

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Theatre: any THEA

Directed Electives

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Liberal Arts: History, AA

Overview

Program Title
Liberal Arts: History, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

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2. Evaluate and discuss diverse points of view.

3. Communicate ideas effectively.

4. Speak and understand a modern language other than English.

5. Retrieve, evaluate, and apply information from a range of sources.

6. Develop strategies for solving both abstract and practical problems.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts: History Concentration, Associate in Arts
Total Course Sequence Credits
61 - 64

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Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- SOCA 102 - Cultural Anthropology
  OR
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- ARTA 101 - Art History Survey
  OR
- DANC 101 - Dance History

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: History, AA

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- PHIL 201 - Introduction to Philosophy

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Concentration Elective for Liberal Arts: History, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Concentration Elective for Liberal Arts: History, AA

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Literature Elective

Credits 3

Requirement Select
- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

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Theatre: any THEA

Directed Electives

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Liberal Arts: Philosophy, AA

Overview

Program Title
Liberal Arts: Philosophy, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

The Liberal Arts program offers students planning to complete a bachelor's degree a strong foundation in both general education and a selected field of concentration. The curriculum has been designed to meet the requirements for the first two years of BA programs at many of the schools to which Northampton students commonly transfer. Northampton has also negotiated a number of Liberal Arts transfer agreements, including dual admissions agreements, with many regional colleges and universities.

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History is a way of studying the past in order to understand the present. It focuses on how societies, cultures, institutions, and even ideas change over time. The richness of a concentration in this field might include learning Ancient, Modern, European, Eastern, and various aspects of American history. Intellectually, historians subject evidence, such as documents and secondary sources, to critical analysis. The reading, thinking, and writing required in the history concentration provide an excellent foundation to a wide range of majors and occupations that value these skills.

Philosophy Concentration

Students may prepare for a BA in Philosophy, or begin a pathway to a variety of degrees and careers including law, teaching, and public service, by using the elective credits in the Liberal Arts program toward a concentration in Philosophy.

Students need to complete Introduction to Philosophy, and select three additional courses from the following: On Death and Dying, World Religions, Ethics and Moral Problems, Asian Philosophies, Ancient Philosophy, Modern Philosophy or Existentialism.

Philosophy makes life more intellectually interesting, deeply meaningful, and ultimately rewarding. Training includes analysis, argument, interpretation, judgment, creative and critical thinking. Students learn reading, reasoning, speaking, and writing at advanced levels - all transferable skills, for further academics and employment.

Sociology Concentration

Students may begin their path to a BA in Sociology or a related field by using the elective credits in the Liberal Arts program toward a concentration in Sociology. Students must take Cultural Anthropology and Principles of Sociology, and may select the remaining two courses from American Ethnicity, Sociology of Families, Issues in Genocide & Mass Violence, Deviance, Sociology of Gender, and Social Problems.

Sociology allows students to study the society they live in by examining various groups within societies, cultural traditions, and social problems. Students learn the skills of observation, critical thinking, and writing.

Women's and Gender Studies Concentration

Students may begin their interdisciplinary work in Women's and Gender Studies by applying the elective credits in the Liberal Arts program toward this concentration. To complete the concentration, students may take any four of the following: 20th Century Literature by Women, Psychology of Sex and Gender, Sociology of Gender, Introduction to Women and Gender Studies, and Women and Politics.

Courses in Women's and Gender Studies allow students to understand and develop an awareness of the impact of gender on the human condition as reflected in the sciences and arts as well as in day-to-day life. Students will be able to communicate and use critical thinking skills in evaluating gender theory as they apply it to disciplines including psychology, sociology, literature, political science and others. Given that gender is a universal human condition, a concentration in Women's and Gender Studies is appropriate for students on virtually any educational path, but is especially valuable for those interested in pursuing a career in the social sciences.

Contact the Admissions Office at 610.861.5500 for further information.

Transfer to majors in: English, History, Philosophy,Sociology

NCC students have transferred to: East Stroudsburg University, Kutztown University, West Chester University, Moravian College, DeSales University, Albright College, Cedar Crest College, Penn State, Temple University

Learning Outcomes

Learning Outcomes

1. Understand the historical and cultural contexts of contemporary civilization.

2. Evaluate and discuss diverse points of view.

3. Communicate ideas effectively.

4. Speak and understand a modern language other than English.

5. Retrieve, evaluate, and apply information from a range of sources.

6. Develop strategies for solving both abstract and practical problems.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts: Philosophy, Associate in Arts
Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- PHIL 201 - Introduction to Philosophy

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology
  OR
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- DANC 101 - Dance History
  OR
- ARTA 101 - Art History Survey

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: Philosophy, AA

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Concentration Elective for Liberal Arts: Philosophy, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Literature Elective

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: Philosophy, AA

Credits 3

Requirement Select
- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

One course should be designated as Diversity and Global Awareness (D).

Two courses must be completed as Writing Intensive (WI), the English Literature Elective and one of the Concentration Electives PHIL 111G or PHIL202G

Modern Language Elective: Six (6) credits of the same modern language are required for graduation.

Concentration Electives

PHIL111, PHIL121, PHIL202, PHIL204, PHIL211, PHIL215, PHIL220, PHIL225

History Electives, Literature Electives, and Electives

History Electives: HIST103, HIST113, HIST121, HIST123, HIST153, HIST163, HIST165, HIST166, HIST168, HIST173, HIST183, HIST210, HIST211

English Literature Electives: ENGL201G, ENGL203G, ENGL205G, ENGL250G, ENGL251G, ENGL255G, ENGL256G, ENGL257G, ENGL260G, ENGL264G, ENGL265G

Electives:

Biological Science: any BIOS except not both BIOS105 and BIOS107

Chemistry: any CHEM except CHEM011 or CHEM135

Communications: any COMM and any CMTH except CMTH180, CMTH182, CMTH185, CMTH240, CMTH252

Computer and Information Science: CISC101, CISC114, CISC115

Economics: only ECON201

English: only ENGL201G, ENGL203G, ENGL205G, ENGL211G, ENGL250G, ENGL251G, ENGL253, ENGL255G, ENGL256G, ENGL257G, ENGL258, ENGL260G, ENGL264G, ENGL265G, ENGL267

Geography: any GEOG

Geology: only GEOL201

History: any HIST

Humanities: any HUMA

Journalism: JOUR101, JOUR201, JOUR204

Mathematics: any MATH except MATH020, MATH022, MATH026, MATH028, MATH103, MATH118, MATH119

Modern Languages: any MDLA

Music: any MUSC

Philosophy: any PHIL

Physical Education: any PHED to a maximum of 2 credits

Physics: any PHYS except PHYS215, PHYS225

Political Science: any POLS

Publishing: any PUBL

Psychology: any PSYC

Sociology/Anthropology: any SOCA

Theatre: any THEA

Directed Electives

ECON201, GEOG121, GEOG140, GLBL130, HUMA140, INTS250, POLS101, POLS210G, POLS150, POLS110, POLS202, POLS205, POLS251

Global Studies: Political Science Concentration, AA

Overview

Program Title
Global Studies: Political Science Concentration, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

To meet the need for graduates who are able to function effectively in an interconnected society, the Global Studies program offers a liberal arts education, focused on international relations, area studies, and/or the environment, with a choice of cultural experiences and languages. The program will serve students who wish to transfer to a four-year institution as well as students who wish to work in local businesses with a global reach, or government agencies and non-profit organizations serving diverse populations from other countries.

Graduates of the program will be exposed to a wide diversity of knowledge, be asked to do practical thinking and problem-solving, and offered opportunities to explore global challenges and changes through international trips and exchanges.

Features

Foundational courses in communication, statistics, science, and political science will be complemented with courses in cultural anthropology and world geography. Contextual courses will help the student begin to build competency in the environment, or political science, or area studies, and their elective and language choices will allow them to further specialize in a region or culture. Study Abroad spring break courses, while not explicitly included in the course of study, are an advantageous complement to the core and directed studies.

Transfer Possibilities

Lehigh University - Global Studies

Temple University - Global Studies

Drexel University - Global Studies

Penn State University - Global Studies

Cedar Crest College - Global Studies

Muhlenberg College - International Studies

Albright College - International Relations

Dickinson College - International Studies

Kutztown University - International Studies Minor

East Stroudsburg University - International Relations w/in Political Science

Learning Outcomes

Learning Outcomes

1. Model the characteristics of an active, ethically aware and connected citizen.

2. Articulate how the diverse range of human differences influence the historical and current formation of artistic, economic, social, scientific, cultural or political institutions.

3. Articulate how the range of human differences influence each individuals experience of equality and inequality within a society, its institutions, or its cultures.

4. Analyze how individuals and institutions have addressed persistent global challenges.

5. Assess and evaluate plans to address open-ended and diverse global problems.

Course Sequence

Course Sequence Name
Course Sequence - Global Studies: Political Science Concentration, Associate in Arts

Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- GLBL 130 - Introduction to Global Studies

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

OR
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- POLS 101 - Introduction to Political Science

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- Concentration Elective for Global Studies: Political Science, AA

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Year	Semester	Credits
Year 1	Summer	3

Requirement Select
- Summer Study Abroad or Field Experience and Academic Research for Global Studies

Credits 3

Year	Semester	Credits
Year 2	Third Semester	12 - 13

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- Directed Elective for Global Studies: Political Science, AA

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Concentration Elective for Global Studies: Political Science, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- GLBL 230 - Global Studies Capstone

Credits 3

Requirement Select
- POLS 202 - International Relations

Credits 3

Requirement Select
- Directed Elective for Global Studies: Political Science, AA

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for Criminal Justice, AAS

Credits 3 - 4

Requirement Select
- Modern Language Elective

Credits 3

Program of Study Notes

Two courses must be completed as Writing Intensive (WI).

One course must be designated Diversity and Global Awareness (D).

Two courses (6 credits) of the same Modern Language are required for graduation.

Not all study abroad courses may run every summer. Options include: INTS200 Introduction to Study Abroad (for a total of 3 credits), INTS201 Implement Sustainable Energy Sys, INTS202 Architecture of the City: Classic to Contemporary,INTS250 Study Abroad, POLS150 Peace Studies & Conflict Resoltn(Study Abroad), POLS170 Politics Mod Turkey Study-Abroad, GLBL160 Field Experience and AcademicResearch in Global Studies, SOCA268 Independent Study in Ecuador

Directed Electives: ARTA101 Art History Survey, ENGL215G Multicultural Adolescent Lit,ENGL250G Latin American Literature, ENGL251G British Literature II, ENGL257G 20th Century Literature by Women, ENGL260G Contemporary Literature, ENGL264G Irish Literature, ENGL265G African American Literature, HUMA140G Introduction to Women and Gender Studies, HUMA150 Nature of the Environment, PHIL121 World Religions, PHIL201 Introduction to Philosophy, PHIL204 Asian Philosophies

Concentration Electives: POLS210G American Constitutional Law, POLS110G American National Government, POLS251G State and Local Government, SOCA160 Issues in Contemporary Genocide and Mass Violence, GEOG121 Environmental Sustainability

Liberal Arts: Sociology, AA

Overview

Program Title
Liberal Arts: Sociology, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

The Liberal Arts program offers students planning to complete a bachelor's degree a strong foundation in both general education and a selected field of concentration. The curriculum has been designed to meet the requirements for the first two years of BA programs at many of the schools to which Northampton students commonly transfer. Northampton has also negotiated a number of Liberal Arts transfer agreements, including dual admissions agreements, with many regional colleges and universities.

Liberal Arts majors often go on to careers in communications, management, public relations, marketing, and the arts. Their generalist background makes them readily employable at many levels in a wide range of career choices.

Features

The program is both solid and flexible and provides an excellent, tailored preparation for transfer. Students who are undecided about their future major can explore different options by taking elective courses in various departments. Or electives can be chosen to concentrate in English, History, Philosophy, Sociology, or Women's and Gender Studies, in order to prepare to major in these disciplines at a transfer institution. Students are encouraged to start taking classes in the chosen concentration in the first semester.

Freedom of choice in this major extends to scheduling as well: courses are available both day and evening, on campus or online.

Concentrations

English Concentration

Students may begin their path to a BA in English or a related field by using the elective credits in the Liberal Arts program toward a concentration in English. To complete the concentration students may select four courses from any of the 200 level English courses.

In English courses students learn how to read and analyze pieces of writing and to respond critically in their own words. A major in English is widely applicable to future careers in journalism, publishing, teaching, business and government.

History Concentration

Students may begin their path to a BA in History by using the elective credits in the Liberal Arts program toward a concentration in History. Students may select 12 credits from any of the history courses.

History is a way of studying the past in order to understand the present. It focuses on how societies, cultures, institutions, and even ideas change over time. The richness of a concentration in this field might include learning Ancient, Modern, European, Eastern, and various aspects of American history. Intellectually, historians subject evidence, such as documents and secondary sources, to critical analysis. The reading, thinking, and writing required in the history concentration provide an excellent foundation to a wide range of majors and occupations that value these skills.

Philosophy Concentration

Students may prepare for a BA in Philosophy, or begin a pathway to a variety of degrees and careers including law, teaching, and public service, by using the elective credits in the Liberal Arts program toward a concentration in Philosophy. Students need to complete Introduction to Philosophy, and select three additional courses from the following: On Death and Dying, World Religions, Ethics and Moral Problems, Asian Philosophies, Ancient Philosophy, Modern Philosophy or Existentialism.

Philosophy makes life more intellectually interesting, deeply meaningful, and ultimately rewarding. Training includes analysis, argument, interpretation, judgment, creative and critical thinking. Students learn reading, reasoning, speaking, and writing at advanced levels - all transferable skills, for further academics and employment.

Sociology Concentration

Students may begin their path to a BA in Sociology or a related field by using the elective credits in the Liberal Arts program toward a concentration in Sociology. Students must take Cultural Anthropology and Principles of Sociology, and may select the remaining two courses from American Ethnicity, Sociology of Families, Issues in Genocide & Mass Violence, Deviance, Sociology of Gender, and Social Problems.

Sociology allows students to study the society they live in by examining various groups within societies, cultural traditions, and social problems. Students learn the skills of observation, critical thinking, and writing.

Women's and Gender Studies Concentration

Students may begin their interdisciplinary work in Women's and Gender Studies by applying the elective credits in the Liberal Arts program toward this concentration. To complete the concentration, students may take any four of the following: 20th Century Literature by Women, Psychology of Sex and Gender, Sociology of Gender, Introduction to Women and Gender Studies, and Women and Politics.

Courses in Women's and Gender Studies allow students to understand and develop an awareness of the impact of gender on the human condition as reflected in the sciences and arts as well as in day-to-day life. Students will be able to communicate and use critical thinking skills in evaluating gender theory as they apply it to disciplines including psychology, sociology, literature, political science and others. Given that gender is a universal human condition, a concentration in Women's and Gender Studies is appropriate for students on virtually any educational path, but is especially valuable for those interested in pursuing a career in the social sciences.

Contact the Admissions Office at 610.861.5500 for further information.

Transfer to majors in: English, History, Philosophy, Sociology

NCC students have transferred to: East Stroudsburg University, Kutztown University, West Chester University, Moravian College, DeSales University, Albright College, Cedar Crest College, Penn State, Temple University

Learning Outcomes

Learning Outcomes

1. Understand the historical and cultural contexts of contemporary civilization.

2. Evaluate and discuss diverse points of view.

3. Communicate ideas effectively.

4. Speak and understand a modern language other than English.

5. Retrieve, evaluate, and apply information from a range of sources.

6. Develop strategies for solving both abstract and practical problems.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts: Sociology Concentration, Associate in Arts
Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- SOCA 102 - Cultural Anthropology

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- ARTA 101 - Art History Survey

OR
- THEA 110 - Introduction to the Theatre Production/ Technology

OR
- DANC 101 - Dance History

OR
- MUSC 101 - Introduction to Music

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Literature Elective

Credits 3

Requirement Select
- Concentration Elective for Liberal Arts: Sociology, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select

- PHIL 201 - Introduction to Philosophy

OR

- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select

- Concentration Elective for Liberal Arts: Sociology, AA

Credits 3

Requirement Select

- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select

- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

One course should be designated as Diversity and Global Awareness (D).

Two courses must be completed as Writing Intensive (WI), the English Literature Elective and one SOCA course.

Modern Language Elective: Six (6) credits of the same modern language are required for graduation.

Concentration Electives

SOCA105, SOCA125, SOCA150, SOCA160, SOCA204, SOCA210

History Electives, Literature Electives, and Electives

History Electives: HIST103, HIST113, HIST121, HIST123, HIST153, HIST163, HIST165, HIST166, HIST168, HIST173, HIST183, HIST210, HIST211

English Literature Electives: ENGL201G, ENGL203G, ENGL205G, ENGL250G, ENGL251G, ENGL255G, ENGL256G, ENGL257G, ENGL260G, ENGL264G, ENGL265G

Electives:

Biological Science: any BIOS except not both BIOS105 and BIOS107

Chemistry: any CHEM except CHEM011 or CHEM135

Communications: any COMM and any CMTH except CMTH180, CMTH182, CMTH185, CMTH240, CMTH252

Computer and Information Science: CISC101, CISC114, CISC115

Economics: only ECON201

English: only ENGL201G, ENGL203G, ENGL205G, ENGL211G, ENGL250G, ENGL251G, ENGL253, ENGL255G, ENGL256G, ENGL257G, ENGL258, ENGL260G, ENGL264G, ENGL265G, ENGL267

Geography: any GEOG

Geology: only GEOL201

History: any HIST

Humanities: any HUMA

Journalism: JOUR101, JOUR201, JOUR204

Mathematics: any MATH except MATH020, MATH022, MATH026, MATH028, MATH103, MATH118, MATH119

Modern Languages: any MDLA

Music: any MUSC

Philosophy: any PHIL

Physical Education: any PHED to a maximum of 2 credits

Physics: any PHYS except PHYS215, PHYS225

Political Science: any POLS

Publishing: any PUBL

Psychology: any PSYC

Sociology/Anthropology: any SOCA

Theatre: any THEA

Directed Electives

ECON201, GEOG121, GEOG140, GLBL130, HUMA140, INTS250, POLS101, POLS210G, POLS150, POLS110, POLS202, POLS205, POLS251

Global Studies: Environmental Studies Concentration, AA

Overview

Program Title

Global Studies: Environmental Studies Concentration, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

To meet the need for graduates who are able to function effectively in an interconnected society, the Global Studies program offers a liberal arts education, focused on international relations, area studies, and/or the environment, with a choice of cultural experiences and languages. The program will serve students who wish to transfer to a four-year institution as well as students who wish to work in local businesses with a global reach, or government agencies and non-profit organizations serving diverse populations from other countries.

Graduates of the program will be exposed to a wide diversity of knowledge, be asked to do practical thinking and problem-solving, and offered opportunities to explore global challenges and changes through international trips and exchanges.

Features

Foundational courses in communication, statistics, science, and political science will be complemented with courses in cultural anthropology and world geography. Contextual courses will help the student begin to build competency in the environment, or political science, or area studies, and their elective and language choices will allow them to further specialize in a region or culture. Study Abroad spring break courses, while not explicitly included in the course of study, are an advantageous complement to the core and directed studies.

Transfer Possibilities

Lehigh University - Global Studies

Temple University - Global Studies

Drexel University - Global Studies

Penn State University - Global Studies

Cedar Crest College - Global Studies

Muhlenberg College - International Studies

Albright College - International Relations

Dickinson College - International Studies

Kutztown University - International Studies Minor

East Stroudsburg University - International Relations w/in Political Science

Learning Outcomes

Learning Outcomes

1. Model the characteristics of an active, ethically aware and connected citizen.

2. Articulate how the diverse range of human differences influence the historical and current formation of artistic, economic, social, scientific, cultural or political institutions.

3. Articulate how the range of human differences influence each individuals experience of equality and inequality within a society, its institutions, or its cultures.

4. Analyze how individuals and institutions have addressed persistent global challenges.

5. Assess and evaluate plans to address open-ended and diverse global problems.

Course Sequence

Course Sequence Name

Course Sequence - Global Studies: Environmental Studies Concentration, Associate in Arts

Total Course Sequence Credits

62 - 64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select

- COLS 101 - College Success

Credits 1

Requirement Select

- COMM 101 - Introduction to Communication

Credits 3

Requirement Select

- ENGL 101 - English I

Credits 3

Requirement Select

- GLBL 130 - Introduction to Global Studies

Credits 3

Requirement Select

- SOCA 102 - Cultural Anthropology

OR

- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select

- GEOG 121 - Environmental Sustainability

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16 - 17

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- GEOG 101 - Cultures, Peoples and the Environments of the World

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- GEOG 210 - Weather and Climate

OR
- GEOL 201 - Physical Geology

Credits 4

Requirement Select
- POLS 101 - Introduction to Political Science

Credits 3

Year	Semester	Credits
Year 1	Summer	3

Requirement Select
- Summer Study Abroad or Field Experience and Academic Research for Global Studies

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- POLS 202 - International Relations

Credits 3

Requirement Select
- Directed Elective for Global Studies: Environmental Studies, AA

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- HUMA 150 - Nature of the Environment

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	12 - 13

Requirement Select
- GLBL 230 - Global Studies Capstone

Credits 3

Requirement Select
- GEOG 140 - Investigating Climate Change

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Modern Language Elective

Credits 3

Program of Study Notes

One course must be designated Diversity and Global Awareness (D).

Two courses must be completed as a Writing Intensive (WI).

Two courses (6 credits) of the same Modern Language are required for graduation.

Not all study abroad courses may run every summer. Options include: INTS200 Introduction to Study Abroad (for a total of 3 credits), INTS201 Implement Sustainable Energy Sys, INTS202 Architecture of the City: Classic to Contemporary, INTS250 Study Abroad, POLS150 Peace Studies & Conflict Resoltn(Study Abroad), POLS170 Politics Mod Turkey Study-Abroad, GLBL160 Field Experience and AcademicResearch in Global Studies, SOCA268 Independent Study in Ecuador .

Directed Electives: ARTA101 Art History Survey, ENGL215G Multicultural Adolescent Lit,ENGL250G Latin American Literature, ENGL251G British Literature II, ENGL257G 20th Century Literature by Women,ENGL260G Contemporary Literature, ENGL264G Irish Literature, ENGL265G African American Literature, HUMA140G Introduction to Women and Gender Studies, PHIL121 World Religions, PHIL201 Introduction to Philosophy, PHIL204 Asian Philosophies

Liberal Arts: Women's and Gender Studies, AA

Overview

Program Title

Liberal Arts: Women's and Gender Studies, AA

Credential Type	Academic School	Academic Level
Associate in Arts	School of Arts, Humanities, and Social Sciences (School)	Undergraduate

Overview

Narrative

The Liberal Arts program offers students planning to complete a bachelor's degree a strong foundation in both general education and a selected field of concentration. The curriculum has been designed to meet the requirements for the first two years of BA programs at many of the schools to which Northampton students commonly transfer. Northampton has also negotiated a number of Liberal Arts transfer agreements, including dual admissions agreements, with many regional colleges and universities.

Liberal Arts majors often go on to careers in communications, management, public relations, marketing, and the arts. Their generalist background makes them readily employable at many levels in a wide range of career choices.

Features

The program is both solid and flexible and provides an excellent, tailored preparation for transfer. Students who are undecided about their future major can explore different options by taking elective courses in various departments. Or electives can be chosen to concentrate in English, History, Philosophy, Sociology, or Women's and Gender Studies, in order to prepare to major in these disciplines at a transfer institution. Students are encouraged to start taking classes in the chosen concentration in the first semester.

Freedom of choice in this major extends to scheduling as well: courses are available both day and evening, on campus or online.

Concentrations

English Concentration

Students may begin their path to a BA in English or a related field by using the elective credits in the Liberal Arts program toward a concentration in English. To complete the concentration students may select four courses from any of the 200 level English courses.

In English courses students learn how to read and analyze pieces of writing and to respond critically in their own words. A major in English is widely applicable to future careers in journalism, publishing, teaching, business and government.

History Concentration

Students may begin their path to a BA in History by using the elective credits in the Liberal Arts program toward a concentration in History. Students may select 12 credits from any of the history courses.

History is a way of studying the past in order to understand the present. It focuses on how societies, cultures, institutions, and even ideas change over time. The richness of a concentration in this field might include learning Ancient, Modern, European, Eastern, and various aspects of American history. Intellectually, historians subject evidence, such as documents and secondary sources, to critical analysis. The reading, thinking, and writing required in the history concentration provide an excellent foundation to a wide range of majors and occupations that value these skills.

Philosophy Concentration

Students may prepare for a BA in Philosophy, or begin a pathway to a variety of degrees and careers including law, teaching, and public service, by using the elective credits in the Liberal Arts program toward a concentration in Philosophy. Students need to complete Introduction to Philosophy, and select three additional courses from the following: On Death and Dying, World Religions, Ethics and Moral Problems, Asian Philosophies, Ancient Philosophy, Modern Philosophy or Existentialism.

Philosophy makes life more intellectually interesting, deeply meaningful, and ultimately rewarding. Training includes analysis, argument, interpretation, judgment, creative and critical thinking. Students learn reading, reasoning, speaking, and writing at advanced levels - all transferable skills, for further academics and employment.

Sociology Concentration

Students may begin their path to a BA in Sociology or a related field by using the elective credits in the Liberal Arts program toward a concentration in Sociology. Students must take Cultural Anthropology and Principles of Sociology, and may select the remaining two courses from American Ethnicity, Sociology of Families, Issues in Genocide & Mass Violence, Deviance, Sociology of Gender, and Social Problems.

Sociology allows students to study the society they live in by examining various groups within societies, cultural traditions, and social problems. Students learn the skills of observation, critical thinking, and writing.

Women's and Gender Studies Concentration

Students may begin their interdisciplinary work in Women's and Gender Studies by applying the elective credits in the Liberal Arts program toward this concentration. To complete the concentration, students may take any four of the following: 20th Century Literature by Women, Psychology of Sex and Gender, Sociology of Gender, Introduction to Women and Gender Studies, and Women and Politics.

Courses in Women's and Gender Studies allow students to understand and develop an awareness of the impact of gender on the human condition as reflected in the sciences and arts as well as in day-to-day life. Students will be able to communicate and use critical thinking skills in evaluating gender theory as they apply it to disciplines including psychology, sociology, literature, political science and others. Given that gender is a universal human condition, a concentration in Women's and Gender Studies is appropriate for students on virtually any educational path, but is especially valuable for those interested in pursuing a career in the social sciences.

Contact the Admissions Office at 610.861.5500 for further information.

Transfer to majors in: English, History, Philosophy, Sociology

NCC students have transferred to: East Stroudsburg University, Kutztown University, West Chester University, Moravian College, DeSales University, Albright College, Cedar Crest College, Penn State, Temple University

Learning Outcomes

Learning Outcomes

1. Understand the historical and cultural contexts of contemporary civilization.

2. Evaluate and discuss diverse points of view.

3. Communicate ideas effectively.

4. Speak and understand a modern language other than English.

5. Retrieve, evaluate, and apply information from a range of sources.

6. Develop strategies for solving both abstract and practical problems.

Course Sequence

Course Sequence Name
Course Sequence - Liberal Arts: Women's and Gender Studies Concentration, Associate in Arts
Total Course Sequence Credits
61 - 64

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HUMA 140G - Introduction to Women and Gender Studies

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Requirement Select
- SOCA 102 - Cultural Anthropology
  OR
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- History Elective for Liberal Arts, AA

Credits 3

Requirement Select
- THEA 110 - Introduction to the Theatre Production/ Technology
  OR
- MUSC 101 - Introduction to Music
  OR
- ARTA 101 - Art History Survey
  OR
- DANC 101 - Dance History

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Requirement Select
- Concentration Elective for Liberal Arts: Women's and Gender Studies, AA

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- ENGL 257G - 20th Century Literature by Women

Credits 3

Requirement Select
- Modern Language Elective

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Concentration Elective for Liberal Arts: Women's and Gender Studies, AA

Credits 3

Requirement Select
- Elective for Liberal Arts, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select

- PHIL 201 - Introduction to Philosophy

OR

- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select

- Modern Language Elective

Credits 3

Requirement Select

- Directed Elective for Liberal Arts, AA

Credits 3

Requirement Select

- Concentration Elective for Liberal Arts: Women's and Gender Studies, AA

OR

- Elective for Liberal Arts, AA

Credits 3

Requirement Select

- Elective for Liberal Arts, AA

Credits 3

Program of Study Notes

For the Electives, students must select one course from the list of approved courses in the category of Social Science: Societies and Institutions over Time (SIT).

The Mathematics (QL) and Science (SCI) electives must be selected from the list of approved general education courses in each of those categories.

One course should be designated as Diversity and Global Awareness (D).

One General Education course must be taken in a Writing Intensive (WI) section. In addition, students must select a second Writing Intensive course in the concentration

Six credits of the same modern language are required for graduation.

Electives for Liberal Arts:

Biological Science: any BIOS except not both BIOS105 and BIOS107

Chemistry: any CHEM except CHEM011 or CHEM135

Communications: any COMM and any CMTH except CMTH180, CMTH182, CMTH185, CMTH240, CMTH252

Computer Information Science: CISC101, CISC114, CISC115

Economics: ECON201

English: ENGL201G, ENGL203G, ENGL205G, ENGL250G, ENGL251G, ENGL255G, ENGL256G, ENGL257G, ENGL260G, ENGL264G, ENGL265G

ENGL211G, ENGL215G, ENGL253, ENGL258, and ENGL267 are not applicable literature electives, but may be used as other electives.

Geography: any GEOG

Geology: GEOL201

History: any HIST

Humanities: any HUMA

Journalism: JOUR101, JOUR204

Mathematics: any MATH except MATH020, MATH022, MATH026, MATH028, MATH103, MATH118, MATH119

Modern Languages: any MDLA

Music: any MUSC

Philosophy: any PHIL

Physical Education: any PHED to a maximum of 2 credits

Physics: any PHYS except PHYS215, PHYS225

Political Science: any POLS

Psychology: any PSYC

Publishing: any PUBL

Sociology/Anthropology: any SOCA

Theatre: any THEA

Directed Electives in Liberal Arts

ECON201 Macroeconomics

GEOG121 Environmental Sustainability

GEOG140 Investigating Climate Change

GLBL130 Introduction to Global Studies

HUMA140 Introduction to Women and Gender Studies

INTS250 Study Abroad

POLS101 Intro to Political Science

POLS210G American Constitutional Law

POLS150 Peace Studies & Conflict Resolution

POLS110 American National Government

POLS202 International Relations

POLS205 Women and Politics

POLS251 State and Local Government

Women's and Gender Studies Concentration

Select 4 courses from the following (and/or Special Studies in various disciplines):

ENGL 257G	20th Century Literature by Women	3 credits
HUMA 140G	Introduction to Women and Gender Studies	3 credits
POLS 205	Women and Politics	3 credits
PSYC 265	Psychology of Sex & Gender	3 credits
SOCA 210	Sociology of Gender	3 credits

Library Technical Assistant, SD

Overview

Program Title
Library Technical Assistant, SD

Credential Type
Specialized Diploma

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Today's libraries aren't simply repositories of books and journals, they are technologically-advanced media centers, managing large amounts of information in digital, print and multimedia formats. Library patrons need help navigating this new world, and libraries need trained staff who are able to organize diverse forms of information. The Library Technical Assistant program at Northampton prepares you to enter the workforce as a paraprofessional capable of working in a variety of libraries and information centers.

Northampton's convenient online program focuses particularly on information resources, services for children, and management of small public libraries. Courses address technical skills in such vital areas as acquisitions, electronic formats and cataloging of all types of materials.

Features

Members of Northampton Community College's admissions staff can assist you in planning your program of study. Although this program is offered only online, you will be required to visit libraries to investigate print resources and explore types of library services, in addition to reading assigned textbooks and performing online research.

The specialized diploma is a 15-credit program, although courses also can be taken on an as-needed basis to improve skills in specific areas. The specialized diploma is also a good way to start your library science education if you are interested in pursuing a degree.

Professionals in Northampton's Career Services and counseling offices, as well as instructors within the program, can help you meet your employment and career goals.

Career Potential: Library Technical Assistant

Learning Outcomes

Learning Outcomes

1. Identify the multiple functions of libraries and library services.

2. Summarize the role and history of libraries.

3. Use critical thinking skills to explore library services, resources, and the planning process.

4. Develop assessment skills for identifying, acquiring and organizing resource materials.

5. Identify and use key research tools to locate relevant information.

6. Evaluate information resources in both paper and electronic formats.

7. Use knowledge of current challenges facing libraries to deal effectively with issues such as censorship, funding, service limitations, and technology.

8. Develop skills in areas such as budget preparation, personnel, and facilities management to effectively manage a small library.

9. Assess and manage technology as it pertains to libraries and library services.

10. Use oral, written, and technological skills to communicate effectively with multiple stakeholders/audiences.

Course Sequence

Course Sequence Name
Course Sequence - Library Technical Assistant, Specialized Diploma
Total Course Sequence Credits
16

Year	Semester	Credits
Year 1	Specialized Diploma:	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- LIBT 101 - Introduction to Library Service

Credits 3

Requirement Select
- LIBT 209 - Computers in Libraries

Credits 3

Requirement Select
- Program Elective for Library Technical Asst., SD

Credits 9

Program of Study Notes

Students must take LIBT101 Intro to Library Service Introduction to Library Service; it is strongly urged that they begin the program with this course.

Students must take LIBT209 Computers in Libraries Computers in Libraries.

Legal Studies, AAS

Overview

Program Title
Legal Studies, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

This program is designed to allow a student who aspires to have a career in law or law related field the ability to survey different aspects of the legal profession, including paralegal studies, social sciences, criminal justice, and business law. Also, the Legal Studies, AAS degree is designed to prepare a student desirous of a pathway to law school, a logical foundation of transferrable skills and an understanding of various legal systems with courses and elective course choices typically accepted for transfer to a 4-year institution.

Legal Professions: Occupational Outlook Handbook: Legal Occupations (www.bls.gov) The category of professions in the law is quite broad, however the outlook is very positive. According to the Occupational Outlook Handbook, Overall employment in legal occupations is projected to grow 10 percent from 2021 to 2031, faster than the average for all occupations; this increase is expected to result in about 131,000 new jobs over the decade. In addition to new jobs from growth, opportunities arise from the need to replace workers who leave their occupations permanently. About 110,000 openings each year, on average, are projected to come from growth and replacement needs. The median annual wage for this group was $82,430 in May 2021, which was higher than the median annual wage for all occupations of $45,760. 10/2022

Features

Courses available in Legal Studies, AAS degree are closely linked to both the Paralegal, AAS and/or Criminal Justice, AAS degree programs. Depending on the program elective courses selected, a student could decide to switch majors with minimal credit loss. Further, with proper course selection, a student can earn a Legal Studies, AAS degree and then return to earn either a Paralegal, AAS or Criminal Justice, AAS (or vice versa) so long as 15 additional different credits are earned towards the second degree.

Career Potential

(Depending on electives selected and further education as required) law enforcement officer, legal assistant, court reporter, paralegal, legal process server, probation officer, jury consultant, law librarian, social worker, mediator, compliance officer, real estate agent, legal support personnel, corporate legal assistant. Possible pathway to becoming a lawyer or judge.

Learning Outcomes

Learning Outcomes

1. Demonstrate analytical and legal problem-solving skills.

2. Apply fundamental understanding of legal systems in the United States.

3. Research, evaluate, effectively apply, and communicate substantive legal terminology and theories.

4. Evaluate the role of legal theory and ethical practices in diverse societal groups and institutions.

5. Demonstrate the ability to use appropriate technology in the legal field.

Course Sequence

Course Sequence Name
Course Sequence - Legal Studies, Associate in Applied Science
Total Course Sequence Credits
61 - 62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- PARL 101 - Introduction to Paralegal Studies

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ENGL 151L - English II

OR
- ENGL 151R - English II

Credits 3

Requirement Select
- PARL 205 - Legal Research

Credits 3

Requirement Select
- Legal Studies Elective

Credits 3

Requirement Select
- CJST 111 - American Legal System

Credits 3

Requirement Select
- Paralegal Elective for Legal Studies, AAS

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15 - 16

Requirement Select
- PARL 210G - Legal Writing

Credits 3

Requirement Select
- PHIL 202 - Ethics and Moral Problems

OR
- CJST 245 - Criminal Justice Ethics

Credits 3

Requirement Select
- POLS 210G - American Constitutional Law

Credits 3

Requirement Select
- Paralegal Elective for Legal Studies, AAS

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Legal Studies Elective

Credits 3

Requirement Select
- Legal Studies Elective

Credits 3

Requirement Select
- Legal Studies Elective

Credits 3

Requirement Select
- Legal Studies Elective

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

Paralegal Electives: PARL120 Law Office Computer Technology, PARL150 Law Office Procedures, PARL151 Family Law, PARL153 Real Estate Law, PARL156 Estates and Trusts, PARL161 Business Organization Law, PARL162 Contract Law, PARL163 Tort Law, PARL166 Criminal Law and Procedure, PARL175 Bankruptcy Law, PARL187 Litigation Practice & Procedure

Legal Studies Elective: PARL120 Law Office Computer Technology, PARL150 Law Office Procedures, PARL153 Real Estate Law, PARL156 Estates and Trusts, PARL161 Business Organization Law, PARL162 Contract Law, PARL163 Tort Law, PARL166 Criminal Law and Procedure, PARL175 Bankruptcy Law, PARL187 Litigation Practice & Procedure, ACCT101 Financial Accounting I, BUSA152 Business Law I, BUSA202 Business Law II, CJST101 Introduction to Criminal Justice, ,CJST115 Criminal Law CJST131 Juvenile Justice, POLS101 Intro to Political Science, POLS251 State and Local Government, PSYC255 Psychopathology, SOCA103 Principles of Sociology, PHIL202 Ethics and Moral Problems

Machine Repair - Automated Systems Technology, SD

Overview

Program Title
Machine Repair - Automated Systems Technology, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Machine Repair specialized diploma is designed to prepare you to enter a manufacturing position in a short time frame or advance your current skills to the next level. Your studies will include mechanical and electrical maintenance and repair practices as they apply to a wide range of industrial machinery and plant equipment. As you progress through the program, you'll gain critical thinking and decision-making skills with a strong emphasis on the development of professional attitudes, values, and ethics which are required in today's quality-oriented business environment. Graduates of this specialized diploma program can gain employment and then pursue NCC's Instrumentation Process Control certificate or Electromechanical Technology Automated Systems associate degree programs. This program will be of benefit to those who are seeking an entry level position in industrial maintenance or those who are seeking to change careers. It is also useful for those in need of updated mechanical troubleshooting skills.

Features

This program prepares you for the responsibilities and challenges expected of a skilled tradesperson in a manufacturing setting. Responsibilities of an industrial mechanic include the ability to read and interpret blueprints, demonstrate an understanding of electrical principles, the application of troubleshooting principles, and OSHA guidelines. The program may be completed in as little as two semesters of full time study or on a part-time basis on the College's Main Campus. Courses for the Machine Repair program include Electrical Fundamentals, OSHA, Introduction to Fluid Power, Mechanical Systems, and Sensors, Wiring and Troubleshooting. Most of the courses in the specialized diploma can be applied to the Electromechanical Technology Automated Systems associate degree program.

Endorsed by Local Employers

Potential employers for those following this machine repair pathway include:

- Manufacturers
- Construction Companies
- Gas Line Companies
- Production Plants

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Gary George, at 610.861.4126 or ggeorge@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Machine Repairer, Industrial Machinery Mechanic, Maintenance Mechanic, Field Service Technician.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.
2. Demonstrate an understanding of electrical principles and practices.
3. Analyze and present data in an acceptable and standardized manner.
4. Demonstrate a basic framework of technical vocabulary.
5. Demonstrate the proper use and care of common hand and mechanical tools.
6. Analyze and troubleshoot mechanical and electrical problems.

Course Sequence

Course Sequence Name
Course Sequence - Machine Repair - Automated Systems, Specialized Diploma
Total Course Sequence Credits
24

Year	Semester	Credits
Year 1	First Semester	12

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- EMEC 105 - Introduction to Fluid Power

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- ELTC 135 - Electrical Motors and Controls

Credits 4

Requirement Select
- EMEC 110 - Mechanical Components

Credits 3

Requirement Select
- EMEC 140 - Sensors, Wiring and Troubleshooting

Credits 1

Requirement Select
- EMEC 251 - Mechanical Systems

Credits 3

Requirement Select
- OSAH 101 - Construction Industry Outreach Safety Education

OR
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Program of Study Notes

OSAH102 General Industry Outreach Safety Education General Industry is the recommended selection.

Medical Assistant, SD

Overview

Program Title

Medical Assistant, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	Medical Assistant (Department)	Undergraduate

Overview

Narrative

Health care continues to be a growth area of our economy. Varied and satisfying employment opportunities exist, even for individuals with a minimum of science education.
Northampton developed its Medical Assistant specialized diploma program in response to requests from physicians who were looking for workers educated in administrative and clinical skills.

Students develop their skills in the academic setting prior to experiencing hands-on clinical instruction in ambulatory care. This program progresses sequentially. In the first semester, students will master the basic theory and skills and then move on to more challenging procedures in the second semester. The program concludes with a capstone clinical externship during the third semester when students will complete volunteer hours in a medical office under the supervision of a clinical preceptor.

The specialized diploma is part of a career ladder that allows successful students to gain employment at the earliest point in the medical assistant career. Students may choose to continue their studies with a full or part-time schedule through direct articulation with other Medical Office Administration programs.

Features

Students will learn clerical skills such as coding and the fundamentals of health care reimbursement. Clinical skills include obtaining patient history, vital sign measurement, medication administration, phlebotomy, lab specimen collection, and ECGs.

Students can elect to attend the program on a part-time or full-time basis however, the Medical Assistant Techniques courses must be taken in sequence and are only offered once each year. This program is offered at the Fowler Southside Center and Monroe Campus.

After completing the program, students are eligible to take the Registered Medical Assistant certification exam through American Medical Technologists to become RMA certified. The program faculty will distribute information about the exam to students at the conclusion of the program.

Requirements

While there are no special admissions requirements for the Medical Assistant program, certain courses in the program require a background in English. If you are lacking background in this area, you should acquire it during the summer preceding your first semester.

Career Potential: Medical Assistant in the office of physicians, dentists, podiatrists, urgent care centers, chiropractors, and ambulatory surgical units.

Learning Outcomes

Learning Outcomes

1. Demonstrate an understanding of basic human biology and medical terminology as they relate to the role of the medical assistant.

2. Perform the administrative, clerical, and clinical competencies of the medical assistant role.

3. Demonstrate knowledge of the legal and ethical responsibilities of the medical assistant.

4. Function as an assistant to the physician or health care professional in the medical office setting.

5. Demonstrate effective written and oral communication skills in the medical assistant role.

6. Integrate biopsychosocial principles in delivering care to patients and in performing the medical assistant role.

Admissions Requirements

Program Requirements

Program Requirements

For additional information regarding program requirements, including background checks, drug screening, immunizations, and more, refer to the Health Professions Resource Center webpage.

Progression

Students must earn a grade of “C” or better in all MDAS courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name

Course Sequence - Medical Assistant, Specialized Diploma

Total Course Sequence Credits

37

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- BIOS 130 - Basics of Human Anatomy and Physiology

Credits 4

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- HCOA 154 - Medical Terminology

Credits 3

Requirement Select
- MDAS 101 - Medical Assistant Techniques I

Credits 5

Requirement Select
- MDAS 102 - Pharmacology for Medical Assistants

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- MDAS 105 - Medical Assistant Techniques II

Credits 5

Requirement Select
- HCOA 172 - Health Insurance Basics

Credits 3

Requirement Select
- HCOA 175 - ICD-10-CM/PCS Coding Methodologies

Credits 3

Requirement Select
- HCOA 176 - Current Procedural Terminology Coding Methodology

Credits 3

Requirement Select
- HCOA 240 - Medical Office Mngmt Practices

Credits 3

Year	Semester	Credits
Year 1	Third Semester	4

Requirement Select

- MDAS 201 - Medical Assistant Externship

Credits 4

Media Production, AAS

Overview

Program Title

Media Production, AAS

Credential Type

Associate in Applied Science

Academic School

School of Arts, Humanities, and Social Sciences (School)

Academic Level

Undergraduate

Overview

Narrative

Northampton's Media Production program is a highly creative course of study that allows you to explore your potential in communicating ideas through the use of electronic and digital media.

- A degree in Media Production will help prepare you for a career in:
- Broadcast, corporate, and social media production
- Audio recording, engineering and recording studio production
- Studio-based television and portable video production
- Fiction or documentary digital cinema production
- Digital editing and post-production
- Radio production/post-production
- Multimedia photography, animation and video

Features

Northampton's program includes both academic and technical aspects of Media Production. Curriculum includes courses in audio and video production, communications, and writing. Courses include television and portable video, recording studio production, editing and post production, and multimedia production. Aesthetic considerations are stressed as the program strives to develop your capacity as an electronic artist. In addition we offer the following resources:

- Live broadcast HD television studio
- Audio and Video Post Production Lab for Final Cut, Premiere, After Effects, and Logic
- Pro Tools Surround Sound mixing studio
- Panasonic camcorders and Nikon digital cameras
- WNCC steaming radio station
- Video Waves cable and internet TV show
- Internship opportunities

Career Potential: Television/Radio Producer, Audio Producer/Engineer, Multimedia Producer, Director, Camera Operator, Editor, Radio or Sports Announcer, Scriptwriter

Important Resources:

- Media Production Student Information -

  https://www.youtube.com/user/NCCRadioTV

  https://www.facebook.com/NCC-Media-Production-1874839272727936/

Learning Outcomes

Learning Outcomes

1. Be skilled in the basic operation of the audio, video and multimedia equipment used to produce media presentations.

2. Know and be able to use the technical terms and "language" of media production.

3. Formulate and plan audio, video and multimedia productions and to explain their plans both orally and in writing.

4. Collaborate and direct others respectfully and appropriately in a variety of cultural contexts.

5. Develop their creative intelligence and capacity for creative expression in the form of media arts.

6. Use various media technologies to communicate information, ideas and feelings to an audience.

7. Combine or edit basic sound and image elements to generate more complex forms of communication messages.

8. Critically evaluate media including both their own work and the work of others with an awareness of cultural context and the effect of ones own biases.

9. Demonstrate an understanding of the business and operating procedures of radio, television and other electronic media and be able to work effectively in various positions in media companies, in companies with media departments or in entrepreneurial situations.

10. Analyze the effects of media on individuals, society and culture.

11. Understand and be able to describe the evolution of media technologies and industries and the forces that shaped them.

12. Demonstrate knowledge of the laws applying to media and be able to apply them to real situations.

Course Sequence

Course Sequence Name
Course Sequence - Media Production, Associate in Applied Science

Total Course Sequence Credits
61 - 62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- CMTH 103 - Mass Communication

Credits 3

Requirement Select
- CMTH 120 - Audio Production

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15 - 16

Requirement Select
- CMTH 126 - The Communication Arts

Credits 3

Requirement Select
- CMTH 170 - Television Production

Credits 3

Requirement Select
- CMTH 225G - Scriptwriting

Credits 3

Requirement Select
- ENGL 151L - English II

OR
- ENGL 151R - English II

OR
- ENGL 151T - English II

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- CMTH 221 - American Media History

Credits 3

Requirement Select
- Media Electives for Media Production, AAS

Credits 3

Requirement Select
- Media Electives for Media Production, AAS

Credits 3

Requirement Select
- JOUR 101 - Journalism and Society

OR
- JOUR 102 - News Editing

OR
- JOUR 204 - Newswriting

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- CMTH 275 - Media Production Internship

OR
- CMTH 251 - Advanced Television Production

OR
- CMTH 246 - Advanced Audio Production

Credits 3

Requirement Select
- Media Electives for Media Production, AAS

Credits 3

Requirement Select
- Media Electives for Media Production, AAS

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

- The Mathematics (QL) or Science (SCI) Elective must be selected from the list of approved courses for those categories.
- Completion of CMTH225G Scriptwriting satisfies the Writing Intensive (WI) requirement.
- Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for thsi program.
- Elective credits may be selected from the following groups or from any courses which meet the transfer or career goals of the students.

Media Electives must be taken from the following list: CMTH122 Radio Workshop, CMTH130 Digital Music Production, CMTH145 Performing for Media, CMTH150 Commercial Photography, CMTH180 Digital Media Storytelling,CMTH182 Digital Media Graphics and Animation, CMTH185 Commercial Video, CMTH240 Portable Video Techniques, CMTH245 Audio Recording & Mixdown, CMTH246 Advanced Audio Production, CMTH251 Advanced Television Production,CMTH252 Video Editing & Post Production. (CMTH122 Radio Workshop must be taken three (3) times to fulfill the requirement of media elective).

Marketing, AAS

Overview

Program Title
Marketing, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

Are you interested in planning, developing and/or implementing marketing programs, advertising campaigns, online advertising or social media campaigns? Perhaps you are also interested in a career in sales or want to work in media planning or social media marketing? Marketing is a creative field that includes numerous career paths. From marketing, to social media/digital marketing to advertising to sales promotion and public relations, marketing is an essential tool, and marketing professionals find their work exciting and rewarding. The program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

The Marketing program at Northampton focuses on the practical applications of both business and consumer marketing. This program emphasizes employment (specifically in a marketing or marketing-related position, upon graduation) rather than transfer to a four-year college. The program is designed to provide students with the marketing skills needed to enter into the fields of marketing, advertising, public relations, sales, retail management, media planning, customer service or online marketing upon graduation.

Features

The Marketing A.A.S. Program includes a strong educational core that emphasizes not only marketing theory, but also application of marketing knowledge. Students develop necessary skills required to enhance creativity, critical thinking, problem solving, global perspectives and communication.

Students participate in a marketing simulation course with a focus on designing and presenting a marketing/advertising campaign for an existing business. Students work in groups to conduct a market analysis related to a specific company, develop a media schedule and advertising/social media campaign, and present the plan to company executives. In addition, students gain valuable experience working with a team on real-world projects.

Professionals in Northampton's Career Services Office, as well as instructors within the program, are available to assist students in finding employment in the field.

Requirements

The Business Marketing Program contains provisions for a free elective of three credits in addition to the General Education electives. This program can be completed in the day or evening, on a full-time or part-time basis.

Career Potential: Marketing Coordinator/Assistant, Advertising/Promotions Specialist, Social Media Coordinator, Retail Manager, Sales Representative

Learning Outcomes

Learning Outcomes

1. Demonstrate an understanding of general business principles in accounting/finance, management and marketing.

2. Apply technological and design skills related to business and marketing promotion.

3. Possess strong presentation and communication skills pertinent to business and life.

4. Gain an understanding of business ethics and their application in business.

5. Work effectively in both individual and team environments.

6. Design a cohesive marketing strategy, effectively combining the marketing mix elements of product, price, promotion and place (distribution).

Course Sequence

Course Sequence Name
Marketing, Associate in Applied Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BUSA 101 - Introduction to Business

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

OR
- MATH 150 - Introductory Statistics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- BUSA 235 - Principles of Advertising and Public Relations

Credits 3

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- BUSA 236 - Digital Marketing

Credits 3

Requirement Select
- General Education Elective (AH or SIT)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- BUSA 137 - Principles of Selling

Credits 3

Requirement Select
- ECON 201 - Macroeconomics

Credits 3

Requirement Select
- BUSA 270 - Marketing Simulation

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

- Students should take MATH140 Applied College Algebra if they are considering transfer to a 4-year institution.
- Students should take ACCT202 Managerial Accounting if they are considering transfer to a 4-year institution.
- BUSA221G Business Communications is designated as the Writing Intensive requirement.
- ENGL151L English II is designated as the Diversity and Global Awareness (D) requirement.
- For the General Education Electives, students must select courses so that at least two of the following categories are represented: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

Mathematics, AS

Overview

Program Title
Mathematics, AS

Credential Type
Associate in Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

A solid foundation in mathematics is critical for empowering the next generation of innovators and pioneers. A thorough comprehension of mathematical concepts and skills is a vital requirement for those seeking a mathematics degree. Students enrolled in the program will learn how mathematics and scientific principles apply to real-world problems, whereby conceptual understanding and formula manipulation are required.

Students majoring in mathematics will also explore courses in computer science, physics, social sciences, and English as part of their associate's degree program. Those with a background in math and science can expect to find employment in business, industry, government, fields of research, higher education, private industry, laboratories and more. Recent surveys show those with math degrees have a strong probability of finding career success in a number of high-paying fields.

Any student wishing to pursue a degree in Physics should enroll in the Mathematics degree while attending NCC.

Features

In our program, you will study a combination of common core courses designed for all math or science majors who are specializing in math.

Northampton has a number of special partnerships with four-year institutions. Our admission and transfer agreements allow for a smooth transfer to DeSales University, Cedar Crest College, Centenary University, Moravian University, Muhlenberg College, Lincoln University or Cheyney University.

Requirements

While this program has no special admission requirements, most all of the math courses in the Pathways degree program require a background in Trigonometry and/or Precalculus. If you are lacking background in these areas, you should acquire this mathematical foundation during the summer session before your first semester, or during your first semester or be aware that this associate's degree will take longer than the four semesters to complete.

For further information contact the Admissions Office at 610.861.5500.

Career Potential: Mathematician, Statistician, Data Scientist, Teacher, Actuary, Economist, Engineer, Operations Analyst

NCC students have transferred to: Lehigh University, Penn State University, Lafayette College, Kutztown University, Edinboro University, Moravian University, East Stroudsburg University and Rutgers University.

Learning Outcomes

Learning Outcomes

1. Demonstrate proficiency in conceptualization and analysis of problems.

2. Demonstrate both conceptual and quantitative ability for problem-solving.

3. Work independently and also collaboratively.

4. Use technology to solve problems.

5. Use mathematical reasoning to solve problems and make decisions.

6. Succeed in a four-year institution's Mathematics, Physics, or Engineering program.

Course Sequence

Course Sequence Name
Course Sequence - Mathematics, Associate in Science
Total Course Sequence Credits
61 - 63

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 180 - Calculus I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- MATH 181 - Calculus II

Credits 4

Requirement Select
- PHYS 215 - Physics for Science and Engineering I

Credits 5

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- MATH 210 - Calculus III

Credits 4

Requirement Select
- PHYS 225 - Physics for Science and Engineering II

Credits 5

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	17 - 19

Requirement Select
- CISC 115 - Computer Science I

Credits 4

Requirement Select
- MATH 211 - Differential Equations

Credits 4

Requirement Select
- MATH 202 - Discrete Math

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 3 - 4

Requirement Select
- Elective for AA/AS degrees

Credits 3 - 4

Program of Study Notes

- One course should be designated as Diversity and Global Awareness (D).
- One General Education Elective (AH, SIT, SSHB) must be taken in a Writing Intensive (WI) section. The program-related writing intensive competency is satisfied by completion of both combination of PHYS215 Physics for Science and Engineering I and PHYS225 Physics for Science and Engineering II.
- All electives must be chosen from the list of courses which are applicable to AA and AS degrees.

Content Creation for Social Platforms, SD

Overview

Program Title
Content Creation for Social Platforms, SD

Credential Type
Specialized Diploma

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

The Content Creation for Social Platforms specialized diploma focuses on the development of visual, audio, and motion-based media for social and web-based platforms. Students gain hands-on experience producing digital photography, video, audio, graphics, and animation used in promotional, informational, and storytelling contexts.

This nine-credit specialized diploma is designed for individuals seeking to build foundational skills in digital content creation, as well as those with prior experience in media, computer technologies, or marketing who wish to enhance their professional capabilities. Courses completed in this program may be applied toward the Associate of Applied Science (AAS) Degree in Media Production.

Career Potential: Digital Producer, Social Media content creator

Learning Outcomes

Learning Outcomes

1. Students will demonstrate skill in the basic operation of multimedia computers and related digital content creation equipment

2. Students demonstrate the ability to formulate and plan digital content for social platforms.

3. Students will demonstrate the ability to create digital content that demonstrate creative intelligence in problem solving and artistic expression.

4. Students will create digital content that communicates information, ideas and feelings to an audience.

5. Students will demonstrate the ability to design and use text, graphics, photography, audio and video clips in social platforms.

Course Sequence

Course Sequence Name
Content Creation for Social Platforms, Specialized Diploma
Total Course Sequence Credits
9

Year	Semester	Credits
Year 1	Required Courses	9

Requirement Select
- CMTH 180 - Digital Media Storytelling

Credits 3

Requirement Select
- CMTH 185 - Commercial Video

Credits 3

Requirement Select
- CMTH 182 - Digital Media Graphics and Animation

OR
- CMTH 150 - Commercial Photography

Credits 3

Registered Nursing, AAS

Overview

Program Title
Registered Nursing, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Nursing (Department)	Undergraduate

View Program Resource Documents

Program Narrative

The Associate Degree Nursing Program at NCC prepares graduates to assume entry level positions as registered nurses who provide safe, competent nursing care in the various settings of our dynamic, evolving healthcare environment. These settings can include, but are not limited to hospitals, rehabilitation facilities, long term care, home care, clinics, physicians' offices, the community and many other agencies. Successful completion of the program qualifies graduates to apply for licensure as a registered nurse and to take the National Council Licensure Exam for Registered Nurses (NCLEX-RN®). This examination is used by the State Board of Nursing to assess the entry-level nursing competence of candidates for licensure as registered nurses. When the candidate successfully completes the NCLEX-RN® exam, a license is issued. Information about the NCLEX-RN® exam is available at **www.ncsbn.org/nclex.htm**.

Program Features

The Associate Degree Nursing Program requires a minimum of four academic semesters to complete. The program is offered on the Bethlehem and Monroe campuses. Students are accepted to the Monroe campus program in each fall semester. Students are accepted to the Bethlehem Campus program each fall and spring semester. The curriculum focuses on the art and science of nursing. Students in the program gain the knowledge, skills and professional attributes required in nursing practice. On campus students attend class, skills lab and simulation experiences. Students participate in clinical learning experiences in various healthcare settings under the guidance of nursing faculty. Clinical learning experiences provide students with the opportunity to apply nursing theory in patient care situations. These experiences are scheduled at a variety of health care agencies in the surrounding areas. Clinical settings include acute and long term care, in-patient and outpatient facilities. Class, lab, clinical and simulation experiences are scheduled during the day. Most clinical experiences are scheduled during the day between the hours of 6:30 am and 5:00 pm. The college reserves the right to schedule clinical experiences during the evening and/or on weekends if necessary.

The Associate Degree Nursing program is also offered on an evening/weekend schedule on the Bethlehem Campus. Students are admitted to the evening/weekend alternative program in the spring semester of every other year on the even years. The next cohort of student will be admitted in spring 2024. Classes and college laboratory experiences are offered on campus during the early evening hours, between 5:00 pm and 10:00 pm. Clinical learning experiences for the evening/weekend program are scheduled on weekends between the hours of 6:30 am and 5:00 pm. The college reserves the right to schedule clinical learning experiences during the week if necessary.

General Education courses in the nursing curriculum are offered in traditional and online format during the day and evening. Students may elect to complete general education courses prior to entering the program. All students are encouraged to consult an academic advisor.

Accreditation Information

The Associate Degree Nursing program is accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404.975.5000, **http://www.acenursing.org** and has full approval of the Pennsylvania State Board of Nursing.

For More Information Contact:

Northampton Community College
Nursing Department, Penn Hall 120E
3835 Green Pond Road
Bethlehem, Pennsylvania 18020
Telephone: 610.861.5376

Transfer Potential

Seamless transition to a BSN completion program is possible through articulation agreements established with several four year institutions including but not limited to the following:

- Bloomsburg University
- Carlow University
- Cedar Crest College
- DeSales University
- Drexel University
- East Stroudsburg University
- Moravian College

Career Potential
For information related to career potential, please visit Your Nursing Career on the **American Association of Colleges of Nursing Website.**

Program Outcomes
Pass rates on the National Council Licensure Exam for Registered Nurses (NCLEX-RN®), employment rates and program completion rates are the measurable indicators that reflect the extent to which the purposes of the RN program are achieved and by which nursing program effectiveness is documented. The most recent data is available **here**.

Learning Outcomes

Learning Outcomes

1. Use the nursing process to manage and provide care to individuals across the lifespan through efficient and effective management of resources in a variety of health care settings.

2. Perform ongoing comprehensive assessments of clients' health status and changing needs.

3. Demonstrate caring interventions based on physiologic and psychosocial needs of the client.

4. Initiate the teaching-learning processes to promote, maintain, and restore health to individuals within their communities.

5. Communicate and collaborate effectively with clients, their support persons, the health care team, and community agencies through the use of interpersonal skills and technology to deliver high quality client centered care.

6. Employ clinical decision making based on critical thinking skills and evidence based practice to deliver safe effective nursing care through the nursing process.

7. Demonstrate professional accountability and commitment to standards of professional practice while practicing nursing within legal, ethical and regulatory frameworks.

Admissions Requirements

Admissions Requirements

Registered Nursing

Minimum Requirements:

Applicants must have completed the following course:

- CHEM 135* with a grade of “B” or better.

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 150

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 3.0 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 3.0 or higher.

Applicants must achieve a score at the “Proficient” level on ATI TEAS with all subsections at or above the national average. The score must be dated within the past two years to be considered valid.

* An equivalent course from another college may satisfy this requirement.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

RN is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the RN degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Advanced Placement Program for LPN

Minimum Requirements:

Applicants must have completed the following courses:

- CHEM 135* with a grade of “B” or better.
- All general education courses required in the first two semesters of the RN program with grades of C or better.
- Have credit for NURS 101 – Introduction to Nursing in one of two ways:
    - If a graduate of the NCC LPN program, NURS 101 with grade of C or better
    - If not a graduate of the NCC LPN program, achieving a minimum of Level II on the ATI Fundamentals Assessment.

Additional requirements:

- A cumulative college GPA of 3.0 or higher in both science and non-science program- specific courses.
- Applicants must achieve a score at the “Proficient” level on ATI TEAS with all subsections at or above the national average. The score must be dated within the past two years to be considered valid.
- Applicants must hold a current and valid LPN license.

* An equivalent course from another college may satisfy this requirement.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

RN is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the RN degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Nursing Health Requirements

The nursing program health requirements are determined by the Nursing Department, affiliating clinical agencies, the College and by the Pennsylvania State Board of Nursing. Students are responsible for maintaining compliance with health requirements annually as outlined below.

- Prior to the first semester students must submit the following documents to the Health and Wellness Center:
    - Completed physical examination
    - Two Step Tuberculin Skin Test - acceptable only if done after April 1st for fall admission and October 1st for spring admission.
    - Copy of current health insurance card (All students are required by the College to carry health insurance during the program)
    - Records of up to date immunizations or blood titers reflecting immunity against:
        - MMR (Measles, Mumps, and Rubella) – 2 doses are required if born after 1957

- Td (Tetanus and Diphtheria) – last dose must be within 10 years.
- Hepatitis B – series of 3 immunizations and titers
- Varicella – 2 doses are needed (if received after age 13) or history of Chicken Pox disease.
- Seasonal Flu
- Additional immunizations may be required by clinical agencies.

- During the first semester urine drug screen testing is scheduled and results are submitted directly to the Health Center by the service provider. The nursing program includes clinical experiences in a variety of healthcare settings. Clinical agencies require evidence of a negative urine drug screen before permitting a student to participate in clinical experiences at their facility. Therefore, any student with a positive urine drug screen cannot remain in the program.
- Prior to the third semester the Two Step Tuberculin Skin Test must be repeated and results submitted to the Health and Wellness Center.
- In the third semester urine drug screening must be repeated and the results will be submitted to the Health Center by the service provider. The Nursing Department reserves the right to withdraw the student from a clinical experience and ultimately the course and program if at any time the student's health requirements are out of compliance.

The Nursing Department reserves the right to withdraw the student from a clinical experience and ultimately the course and program if at any time the student's health requirements are out of compliance.

Urine Drug Screening

Urine drug screening is conducted annually. Students who have a positive urine drug screen are not eligible to continue the program.

CPR Certification

Documentation of certification in Basic Life Support (CPR) for Health Care Providers must be submitted to the Nursing Department prior to participating in clinical experiences in the first semester. Certification must remain current throughout the program. Certification courses are available through the NCC Center for Healthcare Education and the American Heart Association.

Essential Functions

Students admitted to the Associate Degree Nursing program are expected to perform the same essential functions of an employment position as a licensed Registered Nurse. The essential functions are the basic cognitive, psychomotor, and affective activities that are essential to successful completion of the NCC Associate Degree Nursing curriculum leading to initial licensure as a nurse. Essential functions are categorized as: Sensory (tactile, visual, hearing and smell) communication, psychomotor (gross motor skills, fine motor skills, physical endurance, physical strength, mobility), intellectual and cognitive abilities (reading, arithmetic competence, analytic thinking, and critical thinking), professional and social attributes (interpersonal skills, and communication) and application of legal/ethical principles and professional standards. All students are required to meet these essential functions. Allowing for individual differences, and encouraging program completion for students with a documented disability, the Nursing Program will work with the student and Disability Services to provide any reasonable accommodation to meet these essential functions. Contact the Nursing Department at 610.861.5376 if you have questions regarding these requirements. A detailed description of these **Essential Functions (PDF)** is available here.

Background Checks

All convictions and pending or new charges known to the program applicant must be reported to the Nursing Program Director immediately upon offer of program admission. These include felony, misdemeanor and summary convictions.

After acceptance, but before starting the program, students are required to submit results of Pennsylvania State Police, FBI criminal background checks and Pennsylvania Child and Elder Abuse History Clearances to an electronic record system for review by the Nursing Department.

Program admission is considered conditional pending receipt and evaluation of the background checks. Positive background checks are reviewed by a Committee to determine eligibility. Applicants who are on probation, or house arrest are not eligible for admission.

Students with a positive Child Abuse History **are not eligible** for program admission. PA State Police and FBI Criminal History Check results are reviewed by the Allied Health Review Committee to determine eligibility for admission.

A nursing student must inform the Director of Nursing Programs immediately if there is a change in the criminal background or child abuse clearance while enrolled in the program. In these circumstances, the student's eligibility to continue in the program will be re-evaluated.

Please be advised that licensing and credentialing bodies may apply their own standards to determine what convictions would disqualify a candidate for licensure. A student with a positive background check who completes the program is not guaranteed licensure.

Act 1985-109 known as the Professional Nursing Law of the Laws of Pennsylvania declares the following: "...The Board shall not issue a license or certificate to an applicant who has been convicted of a felonious act prohibited by the act of April 14, 1971 (P.L. 233, No. 64), known as 'The Controlled Substance, Drug, Device and Cosmetic Act', or convicted of a felony relating to a controlled substance in a court of law of the United States or any other state, territory, or country unless:

1. at least ten (10) years have elapsed from the date of conviction;
2. the applicant satisfactorily demonstrates to the board that he has made progress in personal rehabilitation since the conviction such that licensure of the applicant should not be expected to create a substantial risk of harm to the health and safety of patients or the public or a substantial risk of further criminal violations; and
3. the applicant otherwise satisfies the qualifications contained in or authorized by this act.

Sections 133.14. and 15.1 of the Professional Nursing Law imply the will of the legislature in relation to felonies and misdemeanors reflecting questions about moral character.

As used in this section the term 'convicted' shall include a judgment, an admission of guilt or a plea of nolo contendere. An applicant's statement on the application declaring the absence of a conviction shall be deemed satisfactory evidence of the absence of a conviction, unless the board has some evidence to the contrary."
Contact the Admissions Office at 610-861-5500 or the Nursing Department at 610-861-5376 for further information.

Professional Conduct

Nursing students are expected to conduct themselves in a professional manner in accordance with the Code of Student Conduct found in the College Student Handbook, and the American Nurses Association Code of Ethics and Classroom and Clinical Behavioral Expectations for the Student of Professional Nursing documents found in the nursing student handbook.

Important Program Information

Advanced Placement RN is a fall-start and spring-start program at the Bethlehem campus.

Advanced Placement RN is a spring-start program at the Monroe campus. The

Advanced Placement RN Evening/Weekend option is offered only in the fall semester of even-numbered years (2022, 2024, etc.) at the Bethlehem campus.

Students may apply to the fall clinical program starting October 1. Applications must be completed by February 1. Students will not be able to apply to the fall clinical program after February 1.

Students may apply to the spring clinical program starting May 1. Applications must be completed by September 15. Students will not be able to apply to the spring clinical program after September 15.

After February 1 (fall semester) or September 15 (spring semester), students who wish to take general education courses toward the RN degree may apply to the Health Sciences program of study.

Progression

A student must maintain a grade of "C+" or better in all NURS courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Nursing: RN, Associate in Applied Science
Total Course Sequence Credits
71

Year	Semester	Credits
Year 1	First Semester	19

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- NURS 101 - Introduction to Nursing

Credits 8

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- NURS 215 - Nursing Care of Patients with Medical Surgical Problems

Credits 8

Year	Semester	Credits
Year 2	Third Semester	18

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- NURS 223 - Maternal Child Health Nursing

Credits 4

Requirement Select
- NURS 224 - Care of Mental Health Patients

Credits 4

Requirement Select
- PSYC 258 - Developmental Psychology

Credits 3

Requirement Select
- Sociology/Anthropology Elective

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- NURS 231 - Nursing Seminar

Credits 2

Requirement Select
- NURS 260 - Integrated Concepts for Nursing Practice

Credits 6

Requirement Select
- NURS 261 - Nursing Practicum

Credits 2

Requirement Select
- PHIL 202 - Ethics and Moral Problems

Credits 3

Program of Study Notes

Please note: A student is not permitted to progress to the next semester in the program without successful completion of general education courses in that current semester.

ENGL151L English II (literature option) is recommended, but R-report writing and T-technical writing options of ENGL151 are also available.

For the SOCA elective, students must select a SOCA course from the list of approved General Education courses - SOCA102 Cultural Anthropology or SOCA103 Principles of Sociology is recommended.

PSYC103, PSYC258, SOCA elective, and PHIL202 may be taken in a Writing Intensive (WI) section to meet the General Education Core Curriculum Requirements for an Associate in Applied Science (A.A.S.) Degree.

One course should be designated as Diversity and Global Awareness (D).

Computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the computing requirement for this program.

The Social Science (SIT) requirement and the free elective requirement have been waived for this program.

Practical Nursing, Certificate

Overview

Program Title

Practical Nursing, Certificate

Credential Type	Academic School	Academic Level
Certificate	Nursing (Department)	Undergraduate

Overview

View Program Resource Documents

Narrative

Practical Nursing (PN) certificate program prepares graduates for entry into the nursing profession as a practical nurse. Practical nurses work under the direction of a licensed registered nurse, licensed physician or dentist. The program includes 27 credits of nursing courses and 17 credits of general education courses and can be completed in one calendar year. It is offered at the Monroe and Bethlehem campus locations.

Graduates who successfully complete the program are eligible to apply to a State Board of Nursing for licensure as a licensed practical nurse and to take the National Council Licensure Exam for Practical Nurses (NCLEX-PN®). This examination is used by the State Board of Nursing to assess the entry-level nursing competence of candidates for licensure as licensed practical nurses. When the candidate successfully completes the NCLEX-PN® exam, a license is issued. Information about the NCLEX-PN® exam is available at **www.ncsbn.org/nclex.htm**.

Program Features

Students are admitted to the program once a year, in the fall semester. The curriculum focuses on the art and science of nursing. Students attend class, skills laboratory and clinical simulation experiences on campus. Additionally, students participate in clinical learning experiences in various healthcare settings under the guidance of nursing faculty. Clinical learning experiences provide students with the opportunity to apply nursing theory in client care situations. Clinical settings include acute and long term care, in-patient and outpatient facilities.

Class, lab and simulation experiences are scheduled during the day. Most clinical experiences are scheduled during the day between the hours of 6:30 am and 5:00 pm. The college reserves the right to schedule clinical experiences during the evening and/or on weekends if necessary.
General Education courses in the nursing curriculum are offered in traditional and online format during the day and evening. Students may elect to complete general education courses prior to entering the program. All students are encouraged to consult an academic advisor.

Career Potential

Graduates of the program find jobs in a variety of health care settings including hospitals, long-term care facilities, community and home health care agencies, state and federal health-related facilities, private duty nursing, clinics, and office settings.

Accreditation Information

The Practical Nursing program is accredited by the Accreditation Commission for Education in Nursing, Inc., 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, 404.975.5000, **www.acenursing.org** and has full approval by the Pennsylvania State Board of Nursing.

For More Information Contact:

Nursing Department, Penn Hall 120E, Northampton Community College, 3835 Green Pond Road, Bethlehem, Pennsylvania 18020. Telephone: 610.861.5376.

Learning Outcomes

Learning Outcomes

1. Assist in the application of the nursing process to provide nursing care to individuals across the lifespan through efficient and effective use of resources in structured health care settings.

2. Communicate effectively with patients, their support systems, and the health care team through the use of interpersonal skills and technology.

3. Assess the health status and health care needs of patients through the collection of data within established protocols and guidelines.

4. Employ basic clinical decision making based on critical thinking skills to deliver safe effective nursing care under the supervision of an experienced registered nurse, physician, or dentist.

5. Demonstrate caring interventions based on accepted standards of care and the physiologic and psychosocial needs of the patient.

6. Collaborate with patients, support persons, members of the health care team and community agencies to provide patient-centered quality care.

7. Utilize the teaching-learning processes to promote, maintain, and restore health to individuals within their communities.

8. Demonstrate professional accountability and commitment to standards of professional practice while practicing nursing within legal, ethical and regulatory frameworks.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must have completed the following course:

- MATH 022* with a “C” or better. Alternatively, exemption through math placement. Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria
- BIOS 160
- ENGL 101

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 2.5 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 2.5 or higher.

Applicants must achieve a score at the “Basic” level on ATI TEAS. The score must be dated within the past two years to be considered valid.

* An equivalent course from another college may satisfy this requirement.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

LPN is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the LPN degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

A student must maintain a grade of "C" or better in all NURS courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Course Sequence - Nursing: LPN, Certificate
Total Course Sequence Credits
44

Year	Semester	Credits
Year 1	First Semester	19

Requirement Select
- BIOS 160 - Human Biology

Credits 4

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- NURS 101 - Introduction to Nursing

Credits 8

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	14

Requirement Select
- NURS 151 - Medical-Surgical Nursing for the Practical Nurse

Credits 8

Requirement Select
- PSYC 258 - Developmental Psychology

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Third Semester (Summer)	11

Requirement Select
- NURS 205 - Geriatric Nursing for the Practical Nurse

Credits 4

Requirement Select
- NURS 206 - Maternal Nursing for the Practical Nurse

Credits 4

Requirement Select
- NURS 207 - Mental Health Nursing for the Practical Nurse

Credits 3

Program of Study Notes

Please note: A student is not permitted to progress to the next semester in the program without successful completion of general studies courses in that current semester.;

MINIMUM CREDITS NEEDED TO GRADUATE: 44

Occupational Safety and Health, AAS

Overview

Program Title
Occupational Safety and Health, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Health Professions and Science (School)	Undergraduate

Overview

Narrative

Establishing a safe workplace should be a priority for all employers. Mitigating workplace hazards and environmental exposures not only prevents worker illness and injuries but also ensures regulatory compliance.

Northampton's Occupational Safety & Health AAS degree provides aspiring safety professionals a cost effective, convenient training option to immediately enter the workforce as an occupational safety & health specialist or to transfer into a four-year institution to pursue a Bachelor's degree or certificate.

As a result of completing the program, students will have the skills to establish workplace health and safety policies and procedures and effectively communicate those procedures to employees and organizational stakeholders.

Features

NCC's Occupational Safety and Health program provides the essential skills necessary to control hazardous and environmental exposures in the workplace and to prevent worker illness and injuries. Concept electives will prepare participants for either a general industry or construction workplace safety role. Convenient, 100% online format enables participants to complete the program as a full time student or part-time while working.

The program has associations with the National Safety Council, American Society of Safety Professionals, and the Occupational Safety & Health Administration (OSHA). Contact the Admissions Office at 610-861-5500 for further information.

Career Potential

Prepares individuals for immediate employment as an occupational health and safety specialist or to pursue a Bachelor's Degree or certificate from a four year college or university.

Learning Outcomes

Learning Outcomes

1. Develop and implement occupational safety and health programs and procedures within organizations to reduce or eliminate workplace exposures to risks and hazards.

2. Conduct workplace inspections to identify and mitigate areas that are not in compliance with Federal or Commonwealth laws and regulations.

3. Demonstrate functionality as it relates to occupational safety and health.

4. Design and deliver occupational safety and health training programs.

5. Advise senior leadership on methods to achieve higher worker productivity with reduced expenses and litigation, reduction of absenteeism, and positive workforce morale through the implementation of cost-effective workplace safety programs.

Course Sequence

Course Sequence Name
Occupational Safety and Health, AAS
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- OSAH 105 - Introduction to Workplace Safety

Credits 3

Requirement Select
- OSAH 107 - Human Factors in Occupational Safety

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- OSAH 106 - Introduction to Regulatory Compliance

Credits 3

Requirement Select
- OSAH 110 - Hazardous Materials Safety

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- OSAH 215 - Occupational Health Hazards

Credits 3

Requirement Select
- EMGS 151 - Fire Prevention

Credits 3

Requirement Select
- OSAH 216 - Workplace Ergonomics

Credits 3

Requirement Select
- BIOS 126 - Environmental Science

Credits 4

Requirement Select
- OSAH 241 - Occupational Risk Management and Control

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- OSAH 230 - Workplace Safety, Health, and Environmental Communications

Credits 3

Requirement Select
- OSAH 242 - Behavioral Aspects of Accident Prevention

Credits 3

Requirement Select
- OSAH 202 - Occupational Safety and Health Standards for the Construction Industry
  OR
- OSAH 203 - General Industry Outreach Safety Education

Credits 3

Requirement Select
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Program of Study Notes

One General Education Elective must be taken in a Writing Intensive (WI) section, and one should be designated as Diversity and Global Awareness (D).

Occupational Safety and Health, SD

Overview

Program Title
Occupational Safety and Health, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Health Professions and Science (School)	Undergraduate

Overview

Narrative

Creating a safe workplace is the responsibility of all employers. For small to medium sized organizations, this responsibility may fall to employees with little or no formal health and safety training. For that reason, Northampton has developed the Occupational Safety & Health Specialized Diploma. The Specialized Diploma will enable human resources professionals, plant managers and business administration majors to obtain the health and safety skills necessary to control and mitigate workplace hazards and ensure regulatory compliance. Offered in a convenient 100% online format, the diploma can be completed in only one year of study.

Features

NCC's Occupational Safety and Health program provides the essential skills necessary to control hazardous and environmental exposures in the workplace and to prevent worker illness and injuries. Concept electives will prepare participants for either a general industry or construction workplace safety role. Convenient, 100% online format enables participants to complete the program as a full time student or part-time while working.

The program has associations with the National Safety Council, American Society of Safety Professionals, and the Occupational Safety & Health Administration (OSHA). Contact the Admissions Office at 610-861-5500 for further information.

Career Potential

Prepares individuals for immediate employment as an occupational health safety technician or to pursue an Associate's Degree or certificate from a community college or university.

Learning Outcomes

Learning Outcomes

1. Develop and implement occupational safety and health programs and procedures within organizations to reduce or eliminate workplace exposures to risks and hazards.

2. Conduct workplace inspections to identify and mitigate areas that are not in compliance with Federal or Commonwealth laws and regulations.

3. Demonstrate functionality as it relates to occupational safety and health.

4. Design and deliver occupational safety and health training programs.

5. Advise senior leadership on methods to achieve higher worker productivity with reduced expenses and litigation, reduction of absenteeism, and positive workforce morale through the implementation of cost-effective workplace safety programs.

Course Sequence

Course Sequence Name
Occupational Safety and Health, SD
Total Course Sequence Credits
31

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- OSAH 105 - Introduction to Workplace Safety

Credits 3

Requirement Select
- OSAH 106 - Introduction to Regulatory Compliance

Credits 3

Requirement Select
- OSAH 107 - Human Factors in Occupational Safety

Credits 3

Requirement Select
- OSAH 110 - Hazardous Materials Safety

Credits 3

Requirement Select
- OSAH 215 - Occupational Health Hazards

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- OSAH 216 - Workplace Ergonomics

Credits 3

Requirement Select
- OSAH 230 - Workplace Safety, Health, and Environmental Communications

Credits 3

Requirement Select

- OSAH 241 - Occupational Risk Management and Control

Credits 3

Requirement Select

- OSAH 242 - Behavioral Aspects of Accident Prevention

Credits 3

Requirement Select

- OSAH 202 - Occupational Safety and Health Standards for the Construction Industry

  OR
- OSAH 203 - General Industry Outreach Safety Education

Credits 3

Pre-Funeral Service Degree, AAS

Overview

Program Title

Pre-Funeral Service Degree, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Health Professions and Science (School)	Undergraduate

Overview

Narrative

Are you interested in:

- Helping Others?
- The Human Biological Sciences?
- Community Involvement?
- A business environment?

Have you considered a career in Funeral Service?

The funeral service professional:

- Provides support to the bereaved during initial stages of grief.
- Arranges and directs funeral ceremonies.
- Performs the transfer of the deceased from the place of death.
- Prepares the body according to the wishes of the survivors and requirements of the law.
- Sells funeral related services and merchandise.
- Establishes pre-arranged/pre-financed funeral accounts.
- Secures information for legal documents.
- Files death certificates and other legal papers.
- Assists survivors with details for filing claims for death benefits.
- Helps individuals adapt to changes in their lives following a death through post-death counseling and support group activities.

Why should you enter funeral service?

- You are a caregiver who desires to serve others.
- You believe ceremony is an effective way of expressing feelings.
- You are open-minded about ways in which people of different faiths and cultures express their feelings and practice their beliefs.
- You are interested in the technical sciences.
- You exhibit sensitivity and compassion for those with whom you are in contact.
- You are interested in learning all aspects of a business.

This two-year degree is designed to prepare students with business and science course backgrounds required for admission to the Funeral Service Education program.

Mission Statement

Our mission as Northampton Community College Funeral Service Education is to educate students in the fundamental skill, knowledge and practice of funeral service. We strive to create a supportive learning environment which fosters communication, critical thinking, self-discipline, compassion and encourages

student and faculty research in the field of funeral service. The program embraces the college's mission, vision and values, and is committed to providing an unexcelled educational experience that is inclusive and diverse.

Accreditation

This degree is not accredited by the American Board of Funeral Service Education.

Learning Outcomes

Learning Outcomes

1. Provide a foundation for academic success in the Funeral Service program

2. Describe methods to address the grief-related needs of the bereaved

3. Demonstrate verbal and written communication skills and research skills needed for funeral service practice

4. Utilize critical thinking skills while solving problems in each course

5. Apply principles and theories including Anatomy, Chemistry, Microbiology, Accounting, Computer Skills, Business Communication, Business Law, and Funeral Service Sociology and Psychology

Admissions Requirements

Admissions Requirements

Admissions Requirements

The Pre-Funeral Service degree is open to any student considering working in the funeral service profession. No applications are required.

Course Sequence

Course Sequence Name
Course Sequence - Pre-Funeral Service, Associate in Applied Science
Total Course Sequence Credits
61

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- Mathematics Elective (QL) for AAS degrees

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- BIOS 160 - Human Biology

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Business Elective for Funeral Services Education

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- ACCT 100 - Accounting for Non-Accountants
  OR
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- BUSA 152 - Business Law I

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- PHIL 111G - On Death and Dying

Credits 3

Requirement Select
- PSYC 221 - Responding to the Bereaved

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Program of Study Notes

*BIOS160 Human Biology, ACCT101 Financial Accounting I, BIOS202 Microbiology for Allied Health, BUSA152 Business Law I, PSYC221 Responding to the Bereaved, CHEM135 Chemistry of Life, BUSA221G Business Communications: Students must earn a grade of "C" or better in these courses to be eligible for as a requirement to be considered for acceptance into the Funeral Service Education Program.

- For their Social Science: Societies and Institutions over Time (SIT) Elective, students must select a course from the list of approved courses in that category.
- One General Education course must be taken in a Writing Intensive (WI) section. In addition, writing-intensive work is included in various courses in this program; thus, completing the program automatically satisfies the program-related Writing Intensive (WI) requirement.
- Computer competencies are included in various courses in this program and CISC101 Introduction to Information Technology. Thus, completing the program automatically satisfies the computing requirement.
- For their Mathematics (QL) Elective, students must select a course from the list of approved courses in that category.

Paralegal, AAS

Overview

Program Title
Paralegal, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

The U.S. Department of Labor projects that this profession will continue to grow as fast as the average for all occupations. While paralegals may not provide legal services directly to the public except as permitted by law, the Labor Department's occupational outlook notes that employers are expected to hire more paralegals as they try to reduce costs and increase the efficiency of legal services. Northampton's student-centered learning approach to paralegal education will prepare you to enter this dynamic, high-demand profession.

Paralegals may not practice law or provide legal services directly to the public, except as permitted by law. Northampton Community College Paralegal program's approval by the American Bar Association commenced in August of 2003 and will voluntarily end on January 1, 2023. This withdrawal does not affect the content, academic rigor or quality of the Paralegal program.

Features

The program offers numerous substantive legal courses and a required internship at a local legal office. You will learn how a paralegal working under the general supervision of an attorney contributes to the delivery of legal services. You will also learn how to master state-of-the-art computer software and hardware, and become a productive and efficient professional within the ever-changing legal profession. Most of the legal specialty courses (PARL) are taught by attorneys and incorporate pleadings, forms, and software used in local, state, or federal practice.

Graduates will be ready to accept positions such as paralegals, trust coordinators, title searchers, settlement clerks, or litigation specialists. If your quest for knowledge is not complete after two years of study, it is possible to transfer to four-year institutions to complete your baccalaureate degree.

Contact the Admissions Office at 610.861.5500 for further information.

Career Potential: Paralegal, Legal Assistant, Trust Coordinator, Title Searcher, Settlement Clerk, Litigation Specialist

Learning Outcomes

Learning Outcomes

1. Understand and apply substantive legal terminology and possible ethical considerations to develop requisite analytical skills necessary to function effectively in a legal work environment.

2. Demonstrate professional behavior, understand and acknowledge diversity and possess the necessary office skill competencies while under the supervision of an attorney in the completion of legal work.

3. Exhibit interpersonal communication skills necessary to share ideas clearly and work effectively with people in the legal profession.

4. Demonstrate the ability to use appropriate technology to enhance one's value to a legal work environment.

Course Sequence

Course Sequence Name
Paralegal, Associate in Applied Science
Total Course Sequence Credits
64 - 65

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- PARL 101 - Introduction to Paralegal Studies

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	18

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PARL 150 - Law Office Procedures

Credits 3

Requirement Select
- PARL 205 - Legal Research

Credits 3

Requirement Select
- PARL 120 - Law Office Computer Technology

Credits 3

Requirement Select
- Paralegal Elective for Paralegal, AAS

Credits 3

Requirement Select
- Paralegal Elective for Paralegal, AAS

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ACCT 101 - Financial Accounting I

Credits 3

Requirement Select
- PARL 187 - Litigation Practice and Procedure

Credits 3

Requirement Select
- PARL 210G - Legal Writing

Credits 3

Requirement Select
- Paralegal Elective for Paralegal, AAS

Credits 3

Requirement Select
- Paralegal Elective for Paralegal, AAS

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- PARL 250 - Internship

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

- Paralegal Electives: PARL151 Family Law, PARL153 Real Estate Law, PARL156 Estates and Trusts, PARL161 Business Organization Law, PARL162 Contract Law, PARL163 Tort Law, PARL166 Criminal Law and Procedure, PARL175 Bankruptcy Law
- Completion of PARL210G Legal Writing satisfies the writing intensive (WI) requirement.
- Completion of ENGL151L English II satisfies the diversity (D) requirement.
- For the General Education Electives, students must select courses so that at least two of the following categories are represented: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

Precision Machining and CNC Basics, Certificate

Overview

Program Title
Precision Machining and CNC Basics, Certificate

Credential Type
Certificate

Academic School
School of Business and Industry (School)

Academic Level
UG

Overview
Narrative

The Precision Machining and CNC Basics program provides a solid foundation in manual machining with an introduction to computer numerical control (CNC) technology. Students learn to safely set up and operate lathes, mills, grinders, and drill presses, interpret blueprints, and measure to precise tolerances. The program emphasizes hands-on skill development, precision, and problem-solving while connecting traditional machining techniques with modern CNC processes. Graduates are prepared for entry-level positions in machining and manufacturing or to continue advanced study in CNC and automated production.

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups displaying the ability to work independently & collaboratively for observation, integrative and synthetic skills.

2. Apply safe work practices and proper setup procedures while operating manual machining equipment such as lathes, mills, grinders, and drill presses.

3. Interpret engineering drawings and use precision measuring tools to produce parts that meet industry specifications and tolerances.

4. Demonstrate fundamental CNC programming and operation skills to connect traditional machining practices with modern manufacturing technology.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data gathered skills.

Course Sequence

Course Sequence Name
Course Sequence- Precision Machining and CNC Basics, Certificate
Total Course Sequence Credits
45

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- PMTD 105 - Precision Machining I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	13

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- PMTD 115 - Precision Measurement / GD&T

Credits 3

Requirement Select
- PMTD 110 - Precision Machining II

Credits 3

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- CADM 115 - Computer Aided Design I

Credits 3

Requirement Select
- PMTD 215 - CNC Programing and Operations I

Credits 4

Requirement Select
- PMTD 205 - Precision Machining III

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Precision Machining and Tool Design, AAS

Overview

Program Title
Precision Machining and Tool Design, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	UG

Overview

Narrative

The Precision Machining and Tool Design program prepares students for skilled careers in manufacturing, toolmaking, and precision engineering. This program combines manual machining, Computer Numerical Control (CNC) operations, and Computer-Aided Design (CAD) and Computer-Aided Manufacturing (CAM) technologies to develop the ability to design, manufacture, and inspect precision components for industries such as aerospace, medical, and automotive.

Students gain hands-on experience in machining, measurement, and process planning while advancing to complex multi-axis CNC programming and tool design. Emphasis is placed on accuracy, efficiency, Geometric Dimensioning and Tolerancing (GD&T) application, and quality assurance aligned with industry standards.

Graduates will be prepared for employment as CNC machinists, tool and die makers, manufacturing technicians, or CAD/CAM programmers, or to continue studies in advanced manufacturing or engineering technology.

Learning Outcomes

Learning Outcomes

Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups displaying the ability to work independently & collaboratively for observation, integrative and synthetic skills.

Demonstrate the ability to set up, operate, and program manual and CNC machine tools while following industry safety standards, proper use of equipment, and professional workplace practices.

Interpret technical drawings, apply GD&T principles, and use precision measurement tools and inspection techniques to ensure manufactured components meet specifications and tolerances.

Apply machining processes, material knowledge, and problem-solving skills to plan efficient workflows, resolve production challenges, and adapt to new technologies and continuous improvement methods in modern manufacturing.

Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data gathered skills.

Course Sequence

Course Sequence Name
Course Sequence- Precision Machining and Tool Design, Associate in Applied Science
Total Course Sequence Credits
64

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- PMTD 105 - Precision Machining I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- PMTD 115 - Precision Measurement / GD&T

Credits 3

Requirement Select
- PMTD 110 - Precision Machining II

Credits 3

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- CADM 115 - Computer Aided Design I

Credits 3

Requirement Select
- PMTD 215 - CNC Programing and Operations I

Credits 4

Requirement Select
- PMTD 205 - Precision Machining III

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Requirement Select
- ENGL 151T - English II

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Requirement Select
- PMTD 220 - CNC Programing and Operations II

Credits 4

Requirement Select
- PMTD 230 - CAM Programming and Tool Design

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Program of Study Notes

- For the General Education Electives, students must select courses so that at least two of the following categories are represented: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).
- Technology competencies are included in various courses in this program. Thus, completing the program automatically satisfies the technology requirement for this program.
- One course must be designated Diversity and Global Awareness (D).
- One elective course must be taken in a Writing Intensive (WI) section.

Machining Fundamentals, SD

Overview

Program Title
Machining Fundamentals, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	UG

Overview
Narrative

This program introduces students to the principles and practices of precision machining using manual machine tools. Emphasis is placed on shop safety, blueprint reading, measurement, layout, and hands-on experience with lathes, milling machines, grinders, and drill presses. Students develop the skills to produce precision components, interpret technical drawings, and apply quality control methods used in modern manufacturing environments

Learning Outcomes

Learning Outcomes

1. Demonstrate competent speaking, technical vocabulary, and technical writing skills when working with diverse groups displaying the ability to work independently & collaboratively for observation, integrative and synthetic skills.

2. Apply safe work practices and industry standards in a machine shop environment.

3. Accurately measure, layout, and inspect machined parts to engineering specifications.

4. Set up and operate manual machine tools to produce precision components.

5. Apply knowledge mastered to troubleshooting and solving discipline and industry-related problems by analyzing and presenting data in an acceptable and standardized manner with proficient research and computer data gathered skills.

Course Sequence

Course Sequence Name
Course Sequence- Machining Fundamentals, Specialized Diploma
Total Course Sequence Credits
29

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- PMTD 105 - Precision Machining I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	13

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education

Credits 1

Requirement Select
- CADM 125 - Manufacturing Processes

Credits 3

Requirement Select
- PMTD 115 - Precision Measurement / GD&T

Credits 3

Requirement Select
- PMTD 110 - Precision Machining II

Credits 3

Requirement Select
- CADM 100 - Engineering Graphic Essentials

Credits 3

Professional Studies, AAS

Overview

Program Title
Professional Studies, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

The Professional Studies, AAS degree program at Northampton Community College is for students seeking an associate degree that is flexible, inter-disciplinary, and aimed at up-skilling for career advancement. It is not intended for students who plan to transfer into a bachelor's degree program at a four-year institution.

The Professional Studies degree program is designed to maximize the personal and professional experiences that students already bring to NCC. Working with the Assistant Dean of Prior Learning Assessment, incoming students will explore ways that they may be able to turn prior job experience, credentialing and training, professional development, military service, or self-taught studies into college credits that can be directly applied towards degree completion. Students who have served in the military, been part of extensive on-the-job-training or apprenticeships, participated in a non-credit program, earned certificates for professional development, are fluent in another language, or have spent dedicated years of service in a given career all may qualify for significant credit awards.

Features

Recognizing that the needs of a given employer or that an incoming student seeks in pursuit of personal and professional goals may not map directly onto a traditional associate, certificate, or degree program, the Professional Studies program combines core communication, math/science, and information literacy skills with humanities-based general education requirements, alongside an additional 36 elective credits that students can tailor to meet their specific career needs and desired learning outcomes. Working with a dedicated advisor, Professional Studies students will select coursework that most effectively addresses the needs, industry standards, and growth areas within their own professional field.

This program is intended as a degree completion program for students that seek a college credential to assist in furthering their career goals. This program is not intended to transfer into a baccalaureate degree program.

Learning Outcomes

Learning Outcomes

1. Convey ideas effectively with supporting evidence in both spoken and written communication.

2. Evaluate source information and use it ethically in their work.

3. Demonstrate an understanding of diversity through analysis of arts, cultures, histories, or other expressions of the human experience.

4. Identify and solve problems using data to make conclusions.

5. Effectively use technology as a tool to accomplish specific goals.

Course Sequence

Course Sequence Name
Professional Studies, AAS
Total Course Sequence Credits
61 - 62

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- Mathematics (QL) or Science (SCI) Elective for AAS degrees

Credits 3 - 4

Requirement Select
- Electives for AAS degrees

Credits 6

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- ENGL 151 - English II

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 6

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 6

Requirement Select
- Electives for AAS degrees

Credits 9

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- Electives for AAS degrees

Credits 15

Program of Study Notes

- For the General Education Electives, students must select three courses from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).
- One General Education Elective course must be designated as Diversity and Global Awareness (D).
- The Writing Intensive course may be: one General Education Elective in a Writing Intensive (WI) section, or one non-General Education elective that is Writing Intensive (WI) All General Education and free Electives should be selected with the assistance of an advisor in order to meet individual students' professional goals.

Counseling Psychology, AAS

Overview

Program Title
Counseling Psychology, AAS

Credential Type
Associate in Applied Science

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Program Narrative

To meet the need for graduates capable of functioning independently in behavioral health, health care, education, or human service environments, the Counseling Psychology program offers an education focused on understanding human development, psychological disorders, including developmental psychopathology and neurodevelopmental disorders, and responding appropriately to individuals' needs in these settings. Contextual courses will help students build competency in behavioral health strategies and foundational counseling skills applicable across professional settings. Additionally, students will have the opportunity to tailor their elective and program choices to broaden their knowledge of life issues that impact people's functioning and well-being.

Students in the program will be prepared to work with diverse populations, enhance critical thinking and problem-solving abilities, and cultivate a deep understanding of the skills, values, and ethics essential to the counseling profession. Emphasis will be placed on the diagnosis, treatment, and management of psychological disorders, equipping students with the knowledge to address mental health challenges in various populations.

The *Counseling Psychology* program requires a minimum of four academic semesters to complete and is offered at both the Bethlehem and Pocono campuses. Additionally, all courses can be completed online. Throughout the program, students engage in skill-building exercises and assignments to develop the knowledge, skills, and professional attributes required for work in behavioral health, health care, education, and human service settings.

In their final semester, students can choose to participate in a structured internship at an approved site, where they strengthen and specialize their counseling skills and behavioral health strategies for the specific client population served. This hands-on internship experience is supported by concurrent class assignments designed to enhance professional identity, consolidate skills, and clarify professional goals, ensuring that students are well-prepared for their roles in counseling and behavioral health settings.

Career Pathways

The program will serve students who either wish to transfer to a four-year institution, or students who seek immediate professional employment. For those who wish to work for professional entities with this A.A.S. degree, the Counseling Psychology program offers a direct path to employment in behavioral health, health care, education, or human services upon graduation. Positions for immediate employment include: mental health technician, Registered Behavior Technician (RBT), Direct Care Worker to Direct Care Professional, job coach or employment specialist for people with special needs, and Associate Teacher in a partial hospitalization setting.

For those who wish to continue their education, the Counseling Psychology A.A.S. degree serves as the first two years of a Bachelor's degree, typically in Psychology/Counseling Psychology, Rehabilitation & Human Services, Family Studies, or Biobehavioral Health. The Counseling Psychology A.A.S. is an appropriate choice for those seeking to work in a clinical capacity with attainment of a Bachelor's degree or beyond, including careers as a Licensed Professional Counselor (LPC), Behavioral Specialist, Art/Music/Dance Therapist, Family Therapist, Drug & Alcohol Counselor, Counseling/Clinical Psychologist, School Counselor, School Psychologist, Human Services Caseworker, Rehabilitation Counselor, Occupational Therapist, Speech Therapist, Physical Therapist, Health Care Technician, and Physician Assistant.

Transfer Potential

Seamless transition to a B.A./B.S. program is possible at 4-year institutions included but not limited to the following:

- Penn State University – Psychology, Human Development and Family Studies, Rehabilitation and Human Services, Biobehavioral Health, or Counseling Psychology
- Lehigh University – Psychology Program
- Kutztown University – Psychology Program
- East Stroudsburg University – Psychology Program, Clinical Track, or Rehabilitation and Human Services
- Cedar Crest College – Psychology Program
- Marywood University – Psychology, Clinical Track
- University of Scranton – Counseling and Human Services Program

Learning Outcomes

Learning Outcomes

1. Distinguish between normal and abnormal developmental processes and behaviors by accurately identifying and interpreting them in case scenarios and/or real-life interactions.

2. Demonstrate basic counseling skills and utilize behavioral health strategies effectively.

3. Discuss and apply ACA ethical standards and values in common professional situations, including the use of the ACA ethical decision-making model to analyze and resolve ethical dilemmas.

4. Identify and explain how cultural, racial, and demographic factors influence individual functioning in hypothetical or real-world situations.

5. Explain a person's current functioning using a developmental framework, recognizing key strengths, needs, and challenges that influence behavior and adjustment.

6. Identify the common challenges and needs of families with a member who has a psychological disorder.

7. Use professional writing skills to document and explain client functioning, applying relevant counseling theories and developmental understanding.

8. Begin to develop a professional identity in counseling through the exploration of personal values, a philosophy of counseling, and self-care practices that support ethical and effective helping relationships.

9. Develop career readiness skills, recognize professional norms, and build awareness of career pathways in Counseling Psychology and related fields.

Admissions Requirements

Admissions Requirements

Degree Requirements

Admissions

Based on a student's selected courses and learning experiences, additional requirements may include background clearances, a tuberculosis (TB) test, program-specific forms, proof of health insurance, and documentation of immunization and general health status.

Essential Functions

Students admitted to the Counseling Psychology program are expected to perform the same essential functions of an employment position as a Behavioral Health Technician. The essential functions are the basic cognitive, psychomotor, and affective activities that are essential to successful completion of the NCC Associate Degree Counseling Psychology curriculum. Essential functions are categorized as: Sensory (tactile, visual, hearing and smell) communication, psychomotor (gross motor skills, fine motor skills, physical endurance, physical strength, mobility), intellectual and cognitive abilities (reading, arithmetic competence, analytic thinking, and critical thinking), professional and social attributes (interpersonal skills, and communication) and application of legal/ethical principles and professional standards. All students are required to meet these essential functions. Allowing for individual differences, and encouraging program completion for students with a documented disability, the Counseling Psychology Program will work with the student and Disability Services to provide any reasonable accommodation to meet these essential functions. Contact the Counseling Psychology Coordinator if you have questions regarding these requirements. A detailed description of these **Essential Functions (PDF)** is found in the online college catalog **here (PDF)**.

Background Checks

All convictions and pending or new charges known to the program applicant must be reported to the Counseling Psychology Coordinator immediately upon declaring the Counseling Psychology major. These include all felony and misdemeanor convictions.

Based on their choices in PSCO 250/260, students may be required to submit results of Pennsylvania State Police, FBI criminal background checks and Pennsylvania Child and Elder Abuse History Clearances to the Counseling Psychology Program for review.

Participation in experiential learning activities in PSCO 250/260 is considered conditional pending receipt and evaluation of the background checks. Students with a positive Child Abuse History **are not eligible** for enrolling in PSCO 280. State Police and FBI Criminal History Check results are reviewed on a case by case basis.

A Counseling Psychology student must inform their Program Coordinator immediately if there is a change in the criminal background or child abuse clearance while enrolled in the program. In these circumstances, the student's eligibility to continue in the program will be re-evaluated.

Please be advised that individual internship sites may apply their own standards to determine what convictions would disqualify a candidate for eligibility for that internship site. The Counseling Psychology program will conform to the requirements of the internship site in this regard. Also, a student with a positive background check who completes the program is not guaranteed employment.

Professional Conduct

Counseling Psychology students are expected to conduct themselves in a professional manner in accordance with the Policy on Professional Student Conduct found in the NCC student handbook, and the American Counseling Association Code of Ethics and Classroom and Clinical Behavioral Expectations for Counseling Psychology Students documents found in the Counseling Psychology program student handbook.

Progress in the Program

A student must maintain a grade of "B" (does not include "B-") or better in PSYC 235 and PSYC 258. Students must be 18 years of age by the first day of class in PSCO 280.

Course Sequence

Course Sequence Name
Applied Psychology, Associate in Applied Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- PSCO 110 - Introduction to Behavioral Health & Human Services

Credits 3

Requirement Select
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- BIOS 105 - Contemporary Biology

Credits 4

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 235 - Child & Adolescent Psychopathology

Credits 3

Requirement Select
- PSYC 258 - Developmental Psychology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- PSCO 250 - Behavioral Health Strategies in the Helping Professions

Credits 3

Requirement Select
- PSCO 260 - Introduction to Counseling

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- PSCO 215 - Self-Care: Science-Based Practices for Mental Wellness

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- PSCO 270 - Counseling Psychology Practices
  OR
- PSCO 280 - Behavioral Health Internship

Credits 3

Requirement Select
- COMM 215 - Intercultural Communication

Credits 3

Requirement Select
- SOCA 125 - Sociology of Families

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 6

Program of Study Notes

In Semester 4, PSCO270 Counseling Psychology Practices or PSCO280 Behavioral Health Internship can be taken to complete the degree; only one of these courses is required.

Electives can be any courses except 0XX-level courses and PSYC251 Child Psychology

SPEC160 Introduction to Special Education and SPEC210G Behavior Support are suggested electives for students planning to work in the school setting

An Elective must be completed in a Writing Intensive (WI) section. Writing Intensive course codes end in G. Example: PSYC103G Introduction to Psychology is writing intensive; PSYC103 Introduction to Psychology is not. Please pay attention to the option you select. For example, if you are looking for an SSHB writing intensive course, look for one that ends in G via the SSHB Elective Group.

Writing Intensive course options: BIOS105G Contemporary Biology, SOCA103G Principles of Sociology, SOCA125G Sociology of Families, PSYC103G Introduction to Psychology, PSYC258G Developmental Psychology are recommended; or any 100- or 200- Elective (e.g. PSYC258G Developmental Psychology- WI ends in "G")

PSCO250 Behavioral Health Strategies in the Helping Professions and PSCO260 Introduction to Counseling – students must earn a B or better in PSYC235 Child & Adolescent Psychopathology and PSYC258 Developmental Psychology

PSCO280 Behavioral Health Internship – To obtain instructor approval to register, students must complete internship requirements

Psychology, AA

Overview

Program Title
Psychology, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Human behavior is complex. Psychology studies this complexity.

Students may begin their path to a Bachelor's degree in Psychology by majoring in Psychology at NCC. Foundational courses in communication, statistics, science, social science, and the humanities will be complemented with major courses in psychology. We offer courses including Abnormal, Cognitive, and Developmental Psychology, and the Psychology of Sex and Gender. Students may also conduct independent research projects under the direct supervision of faculty members. The faculty works to ensure that every student receives high quality instruction and is exposed to a wide range of sub-fields in psychology. Through one-on-one advising tailored to each students interest, the Department is committed to providing knowledge and experiences that enable students to make educated and informed decisions regarding future occupational and educational choices. Students will be prepared to successfully transfer to psychology programs at four-year institutions, and be on track to enter at the appropriate level.

NCC also offers an A.A.S. degree in Counseling Psychology, aimed at students who, upon completion, hope to work in professions such as mental health technician, therapeutic support service (TSS) professional, direct care worker for people with special needs or mental illness, and job coach or employment specialist for people with special needs.

Popular Transfer Options

- East Stroudsburg University: Psychology
- Kutztown University: Psychology
- DeSales University: Psychology
- Lehigh University: Psychology
- Moravian: Psychology
- Temple: Psychology

Learning Outcomes

Learning Outcomes

1. Understand and apply the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology, including cognition, biological approaches, developmental changes, personality and social processes, psychological disorders and treatments, individual differences, methodology, and theories of stress and coping.

2. Apply basic research methods in psychology, including research design, data analysis and interpretation.

3. Use critical and creative thinking, skeptical inquiry, and the scientific approach to solve problems related to behavior and mental processes.

4. Apply psychological principles to personal, social, and organizational real-life settings.

Course Sequence

Course Sequence Name
Psychology, Associate in Arts
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semseter	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- PSYC 258 - Developmental Psychology

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- Psychology Program Elective

Credits 3

Requirement Select
- Elective for AA/AS degrees

Credits 3

Requirement Select
- PSYC 205 - Research Methods

Credits 3

Requirement Select
- Humanities Elective for Psychology, AA

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- Psychology Program Elective

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Elective for AA/AS degrees

Credits 3

Program of Study Notes

Psychology Electives: PSYC105 The Science of Happiness: Promoting Mental Well-Being, PSYC221 Responding to the Bereaved, PSYC230 Intro to Health Psychology, PSYC235 Child & Adolescent Psychopathology, PSYC245 Cognitive Psychology, PSYC255 Psychopathology, PSYC265 Psychology of Sex & Gender

Humanities Electives - ARTA101 Art History Survey; all CMTH, except 120, 122, 170, 185, 240, 251, 252; all DANC; all ENGL; all HUMA; all MDLA; MUSC101 Introduction to Music; all PHIL, all THEA

Completion of PHIL202G Ethics and Moral Problems satisfies the program-related Writing Intensive (WI) requirement. In addition, one General Education Elective must be taken in a Writing Intensive (WI) section.

Public Health, AAS

Overview

Program Title
Public Health, AAS

Credential Type
Associate in Applied Science

Academic School
School of Health Professions and Science (School)

Academic Level
Undergraduate

Overview

Narrative

The CDC cites unhealthy lifestyle as the primary contributor to the six leading causes of death in the U.S., which collectively account for over 70% of all deaths and 75% of the nation's healthcare costs. This data illustrates a measurable lack of public health infrastructure. Projections indicate that the U.S. will need an additional 250,000 public health workers by 2020 to meet these rising demands.

We need Public Health and we need people trained in Public Health education to move our population into a healthy and safe future. We need individuals taught to appreciate the importance of health behavior change on the individual, community, population and policy levels. We need people who want to make a difference.

NCC Public Health students have the exciting opportunity to be at the forefront of the transitioning landscape of national and international healthcare promotion and education.

NCC can provide students with the applied skills and knowledge to either enter the workforce directly, or transfer easily into a four-year college or university program.

The career opportunities are endless and the specialties diverse. Graduates would be employable in a variety of settings and career paths, including:

- Health Promotion Counselor
- Health Coach
- Patient Navigator
- Community Health Educator
- Health Communication/Public Relations
- Public Health Worker
- Wellness Promotion Specialist
-

The scope of Public Health is not confined only to traditional clinical, healthcare settings. Possible places of employment include:

- Local, state, and federal agencies
- Health departments
- Educational institutions
- Healthcare organizations
- Health Insurance companies
- Not for profit organizations
- Relief organizations
- Advocacy groups
- Crisis agencies
- Research organizations
- Global health agencies

Accelerated Track! The Associate in Applied Science Degree in Public Health is now being offered in an online accelerated track format. This option allows students to complete the core Public Health content courses in 16 months instead of the traditional 24 months. Courses are offered online in 7 week blocks that run continuously throughout the year, including summer sessions.

Features

This program is designed to provide our graduates with a solid foundation of knowledge and skills crucial to employment within the Public Health arena. Students will explore an evidence-based approach to improving population health and sustaining those changes through core concepts such as health promotion, health education, health communication, health literacy, advocacy, cultural competency, health disparities, diversity, assessment, planning, implementation, evaluation, community engagement, and policy change.

During the final capstone course, Public Health Field Experience, students will have the opportunity to broaden their public health perspectives and gain experience in applying the theory and content learned in their public health coursework. It is expected that the field experience will afford students the opportunity to interact and collaborate with public health professionals and participate in actions that constitute public health. Integral to closing the loop on the learning process is the opportunity for students to reflect on the field experience. Students will meet weekly in a seminar format class focused on sharing, comparing, and contrasting the different infrastructures and approaches they are observing and experiencing at each field location.

This program can be completed in two years of full time study.

Requirements

Admission to the program is open to any student meeting the standard college entrance requirements. Successful students will have sufficient backgrounds in math, biology, and English as required by certain program courses. NCC offers preparatory courses that will meet these needs if necessary. Background clearances and medical requirements are based on the internship site requirements.

Learning Outcomes

Learning Outcomes

1. Analyze the assessment, planning, implementation, and evaluation of health education interventions and public health programs.

2. Identify individual, community and organization health infrastructure.

3. Analyze, disseminate and integrate health research and statistics into health promotion.

4. Utilize effective public health specific concepts for communication in written and oral format.

5. Compare public health initiatives in a variety of diverse settings within community health models.

6. Describe the leading causes of morbidity, mortality, and health disparities.

7. Define the role of prevention and community collaborations in promoting healthy communities.

8. Discuss local, regional, national, and global population health.

9. Create and apply a health education intervention including planning, implementing and evaluating.

Course Sequence

Course Sequence Name
Public Health, Associate in Applied Science
Total Course Sequence Credits
60

Year	Semester	Credits
Year 1	First Semester	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- PUBH 100 - Introduction to Healthcare Careers

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

OR
- BIOS 160 - Human Biology

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- PUBH 101 - Introduction to Public Health

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- NUTR 105 - Introduction to Nutrition

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PUBH 102 - Introduction to Epidemiology

Credits 3

Requirement Select
- PUBH 103 - Social and Cultural Perspectives of Health

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- PUBH 201 - Introduction to Global Health

Credits 3

Requirement Select
- PUBH 206 - Environmental Determinants of Public Health

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	12

Requirement Select
- PUBH 203 - Public Health Educ Communication

Credits 3

Requirement Select
- PUBH 204 - Community Health Practice

Credits 3

Requirement Select
- PUBH 205 - Public Health Field Experience

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Radiography, AAS

Overview

Program Title
Radiography, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Radiography (Department)	Undergraduate

Overview

View Program Resource Documents

Narrative

Medical imaging is a dynamic, fascinating field. It's also a critical element of diagnostic medicine. Radiologists rely on their radiographers to produce optimum images for accurate interpretation. Our Radiography program is innovative, educationally sound, and vital in providing medical imaging services for the community-at-large.

Features

The Radiography Program at NCC is a 21-month consecutive program encompassing both traditional and non-traditional academic calendars. Clinical education at the affiliated hospitals is scheduled during the regular semesters, the first winter session, as well as during both summer sessions at the end of the first year. In addition, the main campus has two fully energized digital radiographic rooms in the Wogenrich Lab on the Main Campus. The students have the resources to practice their skills both on-campus and in clinical education.

When students have completed their program requirements, they have the option to voluntarily complete 232-240 hours (6 weeks) in an Advanced Skills Internship in one of the following specialties: Bone Densitometry (BD), Computed Tomography (CT), Interventional Radiology (IR), Magnetic Resonance (MR) Mammography (M), or Operating Room (OR). The Advanced Skills Internship is offered through the College's Center for Business & Industry non-credit course offerings and is available to current year May graduates on a space available basis.

Mission Statement

Our mission is to provide student radiographers with an innovative and educationally sound program that will enable them to deliver quality patient-centered care, use radiation judiciously and display professionalism throughout their career.

Joint Mission Statement between NCC and the Clinical Education Settings

Through mutual respect, in a learner-centered environment, we will collectively educate students to embrace the following components of the profession:

- Effective communication
- Problem solving
- Professionalism
- Radiation safety
- Technical competency and proficiency

Our Radiography program is innovative, educationally sound, and vital in providing medical imaging services for the community-at-large. Graduates have the option to remain a general diagnostic radiographers or cross-train in Computed Tomography (CT), Magnetic Resonance Imaging (MRI), Mammography (M), Bone Densitometry (BD), and Interventional Radiography (IR).

Transfer Potential

Bloomsburg University, Cedar Crest College, Misericordia University, Thomas Jefferson University

Career Potential

Radiographer (R), Administrator, Bone Densitometrist (BD), Interventional Technologist (IR), Computed Tomography Technologist (CT), Health Physicist, Instructor, Mammographer (M), Magnetic Resonance Technologist (MR), Nuclear Medicine Technologist (N), Radiation Therapist (T), Sales Representative

Learning Outcomes

Learning Outcomes

1. Demonstrate the knowledge and skills necessary to perform radiographic procedures safely and effectively while prioritizing patient well-being. 1.1 Safe and Effective Image Production: Correctly employ radiographic positioning, technical factors, and individual patient needs for various procedures, ensuring optimal image quality with minimal radiation exposure. 1.2 Patient-Centered Care: Engage the patient (and family as appropriate) in preparation for and throughout the examination to enhance image quality and understanding.

2. Analyze clinical situations, solve radiographic problems, and adapt procedures to ensure high-quality images and patient care. 2.1 Image Quality and Analysis: Demonstrate critical thinking and identify technical errors, artifacts, and potential anatomical abnormalities. 2.2 Adaptability and Problem-Solving: Apply critical thinking and problem-solving skills to adapt radiographic procedures for non-routine cases, considering individual patient factors, equipment limitations, and safety concerns.

3. Professionally and effectively communicate, via oral and written means, with patients and their families, healthcare team members, and the community to support quality patient care and the work of the healthcare team. 3.1 Patient Education and Interaction: Demonstrate effective communication skills with patients before, during, and after the radiographic examination; display cultural competence and ensure patient and family understanding and informed consent. 3.2 Interprofessional Communication and Collaboration: Effectively communicate with healthcare team members and actively support the team's work while serving as a patient advocate.

4. Graduates will demonstrate professional behavior and ethics that align with professional standards of practice and clinical expectations, including accountability, responsibility, and a commitment to lifelong learning. 4.1 Commitment to Professionalism: Demonstrate professional behavior by adhering to ethical principles and legal standards of practice. 4.2 Professional Performance: Recognize and adhere to workplace policies, including personal accountability and professional responsibility.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101

- MATH 140 or MATH 150

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 2.5 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 2.5 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

RADT is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the RADT degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all RADT courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Radiography, Associate in Applied Science
Total Course Sequence Credits
72

Year	Semester	Credits
Year 1	Fall	17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- RADT 102 - Fundamentals of Radiologic Sciences

Credits 3

Requirement Select
- RADT 107 - Clinical Practice I

Credits 2

Requirement Select
- RADT 111 - Radiographic Procedures I

Credits 4

Requirement Select
- RADT 114 - Introduction to Radiographic Imaging

Credits 3

Year	Semester	Credits
Year 1	Winter Session	1

Requirement Select
- RADT 108 - Clinical Practice IB

Credits 1

Year	Semester	Credits
Year 1	Spring	16

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- RADT 117 - Clinical Practice II

Credits 2

Requirement Select
- RADT 208 - Imaging Equipment and Radiation Production

Credits 3

Requirement Select
- RADT 210 - Level II Radiographic Procedure

Credits 4

Year	Semester	Credits
Year 1	Summer Session	6

Requirement Select
- RADT 147 - Clinical Practice III

Credits 4

Requirement Select
- RADT 201 - Advanced Imaging

Credits 2

Year	Semester	Credits
Year 2	Fall	16

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

OR
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- RADT 205 - Pathology for Radiographers

Credits 2

Requirement Select
- RADT 207 - Clinical Practice IV

Credits 3

Requirement Select
- RADT 230 - Radiation Biology/Protection

Credits 3

Requirement Select
- RADT 242 - Digital Imaging and Analysis

Credits 2

Year	Semester	Credits
Year 2	Spring	16

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- RADT 217 - Clinical Practice V

Credits 3

Requirement Select
- RADT 250 - Senior Review

Credits 2

Requirement Select
- RADT 125 - Sectional Anatomy for Medical Imagers

Credits 2

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

Human Anatomy and Physiology I is substituted for one of the Human Knowledge Courses.

The Social Science (SIT) requirement has been included in program courses.

The Diversity and Global Awareness (D) requirement is satisfied by the completion of ENGL151L English II.

Writing Intensive (WI) work and computer competencies are included in various courses in this program. Thus, completing the program automatically satisfies the Writing Intensive (WI) and computing requirements for this program.

Respiratory Care, AAS

Overview

Program Title
Respiratory Care, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Respiratory Care (Department)	UG

Overview

View Program Resource Documents

Narrative

The Associate Degree Respiratory Care Program at NCC prepares graduates to assume entry level positions as respiratory therapists. Respiratory therapists are specialized healthcare practitioners responsible for the care of patients to help patients breathe better through a variety of methods that may include administrating oxygen, performing tests, managing equipment, and making respiratory-related recommendations in collaboration with the healthcare team. The program is designed so that students develop their knowledge, skills and abilities in the discipline over the course of the program, resulting in a graduate practitioner who can deliver safe, competent respiratory care to patients across the lifespan in a variety of healthcare settings. Graduates will be prepared to take the Registered Respiratory Therapist (RRT) credentialing exam and be eligible for licensure to practice.

Program Features

The Associate Degree Respiratory Care Program requires a minimum of seven semesters (including summers) to complete. The program is offered at the Fowler Family Southside Center but general education courses can be taken at any of NCCs campuses or online. Admission to the program is competitive and one cohort of students will be accepted annually in the fall semester. The program is designed to include 34 credits of general education courses, offering students foundational knowledge in the biopsychosocial sciences and humanities. Respiratory program courses, which total 32 credits include classroom, laboratory and clinical learning experiences to develop, with increasing complexity, the students knowledge, skills and abilities in the respiratory care field. Clinical simulation will be included in some of the respiratory program courses.

Students will develop theoretical knowledge and psychomotor skills in the on-campus classrooms and laboratory and then apply those skills and knowledge in clinical learning experiences in a variety of settings in the healthcare community. Class, lab and clinical are scheduled typically during the day, however the college reserves the right to schedule clinical experiences in the evening/weekend if necessary.

Accreditation Information

The Northampton Community College Respiratory Care Program, CoARC program number #200676, Associate Degree awarded, Fowler Southside Campus, holds Provisional Accreditation from the Commission on Accreditation for Respiratory Care (**www.coarc.com**).“CoARC accredits respiratory therapy education programs in the United States. To achieve this end, it utilizes an ‘outcomes based’ process. **Programmatic outcomes** are performance indicators that reflect the extent to which the educational goals of the program are achieved and by which program effectiveness is documented.” Accreditation Review date: July 19, 2024.

This status signifies that a program with an Approval of Intent has demonstrated sufficient compliance with the Standards (through submission of an acceptable Provisional Accreditation Self-Study Report (PSSR) and any other documentation required by the CoARC, as well as satisfactory completion of an initial on-site visit), to be allowed to admit students. The National Board recognizes it as an accredited program for Respiratory Care (NBRC), which provides enrolled students who complete the program with eligibility for the Respiratory Care Credentialing Examination(s). The program will remain on Provisional Accreditation until it achieves Continuing Accreditation

For More Information

Contact Ms. Tina Fitzgerald, Program Director
Fowler Family Southside Center
511 E. Third St. Office 637
Bethlehem, PA 18015
(610) 332-6410

Career Outlook

There is an abundance of employment opportunities for licensed registered respiratory therapists in the communities we serve and beyond. Employment of respiratory therapists is projected to grow 13 percent from 2022 to 2032, much faster than the average for all occupations. Respiratory therapists are employed in various types of practices including the locations below:

- Hospitals
- Physician offices
- Diagnostic imaging centers
- Urgent care centers
- Education – faculty, administration, etc.
- Equipment vendors

Learning Outcomes

Learning Outcomes

Program Goal: Program Goal To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domain of respiratory care practice as performed by registered respiratory therapists (RRTs).

1. Successfully pass the professional registry exam to be credentialed as a Registered Respiratory Therapist (RRT).

2. Plan, deliver and evaluate respiratory care modalities for patients across the lifespan in a variety of healthcare settings.

3. Employ clinical decision-making based on critical thinking skills and evidence-based practice to deliver safe effective respiratory care.

4. Demonstrate professional behaviors consistent with the respiratory care scope of practice and code of ethics and employer expectations, as a collaborative member of the healthcare team.

5. Engage individuals, families, and communities in the teaching-learning processes to promote, maintain, and restore respiratory health and wellness.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- BIOS 204
- ENGL 101
- MATH 112

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 2.75 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 2.75 or higher.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

RESP is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the RESP degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all RESP courses

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Respiratory Care, AAS
Total Course Sequence Credits
66

Year	Semester	Credits
Pre-Matriculation	Summer	8

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Requirement Select
- MATH 112 - Math for Allied Health

Credits 3

Year	Semester	Credits
Year 1	Fall	17

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- RESP 101 - Introduction to Respiratory Care

Credits 5

Requirement Select
- RESP 102 - Respiratory Care Pharmacology

Credits 2

Year	Semester	Credits
Year 1	Winter	3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Year	Semester	Credits
Year 1	Spring	16

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- PHIL 202 - Ethics and Moral Problems

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- RESP 103 - Respiratory Care Therapeutic Modalities

Credits 6

Year	Semester	Credits
Year 1	Summer	8

Requirement Select
- RESP 201 - Cardiopulmonary Disease Processes

Credits 2

Requirement Select
- RESP 202 - Mechanical Ventilation

Credits 6

Year	Semester	Credits
Year 2	Fall	10

Requirement Select
- SOCA 102 - Cultural Anthropology

Credits 3

Requirement Select
- RESP 203 - Neonatal and Pediatric Respiratory Care

Credits 2

Requirement Select
- RESP 204 - Respiratory Care Critical Care

Credits 5

Year	Semester	Credits
Year 2	Spring	4

Requirement Select
- RESP 205 - Respiratory Care Practicum

Credits 4

Program of Study Notes
One of the three Humanities (AH, SIT, SSHB) General Electives must be taken as a Writing Intensive (WI) section: PHIL202G Ethics and Moral Problems, PSYC103G Introduction to Psychology, SOCA102G Cultural Anthropology

School-Age Child Care, SD

Overview

Program Title
School-Age Child Care, SD

Credential Type
Specialized Diploma

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview
Credits earned (9) will apply towards an AAS degree in Early Childhood Education: Infant to Grade 4.

This program provides training for teachers and school-age providers in school-age childcare centers and before/after school programs. Coursework covers successful youth programing, such as observation and assessment, planning, interaction with families and communities, social-emotional development of school-age students, management and leadership of school-age programs, and professional Code of Ethics and Standards for before and after school programs. Candidates are prepared for the Pennsylvania School-Age Professional Credential.

Course Sequence

Course Sequence Name
Course Sequence - School-Age Child Care, Specialized Diploma
Total Course Sequence Credits
9

Year	Semester	Credits
Year 1	Required Courses	9

Requirement Select
- EARL 102 - Introduction to School Age Child Care

Credits 3

Requirement Select
- EARL 103 - Society and the School Age Child

Credits 3

Requirement Select
- EARL 104 - School Age Child Care Professional

Credits 3

Sustainable Energy, SD

Overview

Program Title
Sustainable Energy, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

Participants will gain an understanding of the fundamentals of energy conversion, conservation, sustainability and the role energy has played in the development of modern society. Combining fundamental coursework in electrical technology with courses in energy policy will help students develop a broad perspective on the issues, challenges, and potential solutions for global sustainable energy. This specialized diploma program offers students an introduction to the wide range of topics associated with sustainable energy, including electrical fundamentals, hands-on training experiences, and public policy development.

Features

Students completing the program requirements will gain a broad understanding of the sustainable energy landscape, including global energy policy, energy fundamentals, current renewable energy alternatives, and practical hands-on electrical skills. After completion of the second semester Solar Photovoltaics System course students are eligible to sit for the NABCEP associate level exam (optional). Most of the completed courses may be applied towards a certificate or 2 year degree at NCC in Electrical Construction Technology, HVAC Technology, or Construction Management.

Admission to the program is open to any student meeting the standard college entrance requirements. To complete the on-campus program in a timely basis, students should meet with the electrical program manager for advising prior to entering the program.

Contact the Admissions Office at 610.861.5500 for further information.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.

2. Describe basic concepts as utilized for the transmission and storage of energy.

3. Demonstrate critical thinking when evaluating and discussing alternative forms of energy generation.

4. Apply mathematics to evaluate the relative costs of sustainable energy.

5. Qualified to sit for the NABCEP PV Associate Examination.

Course Sequence

Course Sequence Name
Course Sequence - Sustainable Energy, Specialized Diploma
Total Course Sequence Credits
25

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ELTC 101 - Electrical Fundamentals

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HUMA 150 - Nature of the Environment

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	12

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ELTC 130 - Introduction to Sustainable Energy

Credits 3

Requirement Select
- ELTC 222 - Solar Photovoltaic Systems I

Credits 3

Requirement Select
- GEOG 121 - Environmental Sustainability

Credits 3

Sports Medicine and Rehabilitation Sciences, AS

Overview

Program Title
Sports Medicine and Rehabilitation Sciences, AS

Credential Type	Academic School	Academic Level
Associate in Science	Sports Medicine and Rehabilitation (Department)	Undergraduate

Overview

View Program Resource Documents

Narrative

The professions within sports medicine and rehabilitation sciences continue to gain popularity and employment opportunities are expanding with the evolvement of the healthcare landscape. Students within the program learn foundational skills to pursue careers in Athletic Training, Physical Therapy, Occupational Therapy, and Exercise Physiology among other professions. The demand for Certified Athletic Trainers in particular is increasing. Certified Athletic Trainers are employed in secondary schools, colleges, universities, professional sports, hospitals, the military, law enforcement, performing arts, industry, sports medicine clinics and the durable medical equipment industry.

If you're planning to attend a four-year college or university, Northampton's Sports Medicine and Rehabilitation Sciences program is an affordable way to start your education. With a curriculum that parallels the first two years of most four-year programs, NCC's program can save you thousands of dollars on your undergraduate degree while providing the essential foundational skills to thrive at your transfer institution.

The Associate in Science degree in Sports Medicine and Rehabilitation Sciences is designed to prepare students to successfully transfer to a four year Commission on Accreditation of Athletic Training Education (CAATE) accredited program or other four year specialty programs within Sports Medicine and the Rehabilitation Sciences. In addition, students in our program develop a level of expertise in sports medicine that opens up additional employment opportunities as a personal trainer immediately upon graduation from NCC.

Students in the program learn basic skills in the prevention, emergency care, assessment, and rehabilitation of injuries to prepare them to pursue advanced education. Sports Medicine courses include on-campus labs and observational hours in a variety of professional settings. The Sports Medicine program can be completed on a full-time or part-time basis. Students pursuing the degree on a part-time basis are highly encouraged to complete the science related courses prior to entering the program specific courses (i.e. Chemistry, Anatomy & Physiology, etc.). The program requires students to have a good knowledge base in science and math to be successful. Students are advised to speak with an academic advisor to discuss their entrance and success in the program.

Requirements

While there are no special admissions requirements for the Sports Medicine program, certain courses in the program require a background in English and algebra. If you are lacking background in these areas, you should acquire it during the summer preceding your first semester.

Career Potential: Certified Athletic Trainer, Personal Trainer, Physical Therapist, Occupational Therapist, Exercise Physiologist, Exercise Specialist

Transfer Potential: East Stroudsburg University, Temple University, West Chester University, DeSales University

Learning Outcomes

Learning Outcomes

1. Identify key foundational knowledge needed to transfer to and excel in a 4 year Commission on Accreditation of Athletic Training Education (CAATE) athletic training, pre-physical therapy, or pre-occupational therapy programs.

2. Recognize requirements to sit for the National Strength and Conditioning Associations (NSCA) Certified Personal Trainer exam, the American College of Sports Medicines (ACSM) Certified Personal Trainer exam, or the National Academy of Sports Medicine (NASM) Certified Personal Trainer while preparing students to transfer into 4 year exercise science or strength and conditioning programs.

3. Identify knowledge of prevention, management, and rehabilitation of injuries and begin to bridge the gap between classroom knowledge and clinical practice.

4. Develop evidence based critical thinking and problem solving skills and the application of them in clinical situations to optimize patient care.

5. Apply knowledge in the professional development standards of Sports Medicine and Rehabilitative Science professions.

6. Recognize sports medicine and rehabilitative professional practice standards and employment settings as well as the behavioral attitudes needed to excel in the clinical environment.

7. Apply effective communication skills among health care providers to begin to develop a patient centered focus.

Admissions Requirements

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all SMAT courses.

Course Sequence

Course Sequence Name
Course Sequence - Sports Medicine and Rehabilitation Sciences, Associate in Science
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- HCOA 154 - Medical Terminology

Credits 3

Requirement Select
- SMAT 101 - Foundations of Sports Medicine and Rehabilitation Sciences

Credits 3

Requirement Select
- BIOS 204 - Human Anatomy and Physiology I

Credits 4

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- MATH 140 - Applied College Algebra

Credits 3

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- SMAT 230 - Prevention and Management of Injury and Illness

Credits 3

Requirement Select
- BIOS 254 - Human Anatomy and Physiology II

Credits 4

Year	Semester	Credits
Year 2	Third Semester	16

Requirement Select
- SMAT 202 - Kinesiology: Applied Anatomy

Credits 3

Requirement Select
- NUTR 105 - Introduction to Nutrition

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- PHYS 101 - Physics I

Credits 4

Requirement Select
- SMAT 245G - Acute Care of Illnesses and Injury

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- BIOS 107 - Introduction to Biology I

Credits 4

Requirement Select
- General Education Elective (AH)

Credits 3

Requirement Select
- SMAT 270 - Biomechanics of Human Movement

Credits 3

Requirement Select
- SMAT 260 - Exercise Physiology and Exercise Prescription

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

Credits 3

Program of Study Notes

- For the Arts and Humanities (AH) Elective, students must select courses from the list of approved courses in that category.
- Computer competencies are included in various courses in this program. Thus, completion of the program automatically satisfies the computing requirement for the program
- Either the AH Elective, PSYC103 Introduction to Psychology or SOCA102 Cultural Anthropology must be taken in a writing intensive (WI) section.
- SOCA102 Cultural Anthropology fulfills the Diversity and Global Awareness (D) requirement.

Social Media and Digital Marketing, SD

Overview

Program Title
Social Media and Digital Marketing, SD

Credential Type
Specialized Diploma

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Learning Outcomes

Learning Outcomes

1. Demonstrate their knowledge of various digital, social media and traditional marketing channels to communicate and promote a product, service or idea.

2. Apply their understanding of the various digital and social media channels in developing digital strategies and tactics

3. Develop an innovative digital and social media marketing campaign

4. Demonstrate an understanding of legal, ethical and privacy concerns in digital marketing

Course Sequence

Course Sequence Name
Social Media and Digital Marketing, Specialized Diploma
Total Course Sequence Credits
20

Year	Semester	Credits
Year 1	First Semester	8

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Year	Semester	Credits
Year 1	Second Semester	6

Requirement Select
- BUSA 232 - Principles of Marketing

Credits 3

Requirement Select
- CMTH 185 - Commercial Video
  OR
- CMTH 180 - Digital Media Storytelling

Credits 3

Year	Semester	Credits
Year 2	Third Semester	6

Requirement Select
- BUSA 235 - Principles of Advertising and Public Relations

Credits 3

Requirement Select
- BUSA 236 - Digital Marketing

Credits 3

Program of Study Notes
NOTE: This is a stackable Specialized Diploma where these courses can be applied toward an A.A.S. Degree Marketing with one additional year of course work.

Special Education, AA

Overview

Program Title
Special Education, AA

Credential Type
Associate in Arts

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview

Program Narrative

Special Education is an important and exciting career for persons interested in the education of young children and students with disabilities. Northampton Community Colleges Special Education Program prepares students to meet the competencies and qualifications established by the federal Individuals with Disabilities Education Improvement Act (IDEIA) and related state laws and standards. The program is grounded in a philosophy and framework that values diversity, equity, and inclusive practices, provides multiple family and disability perspectives, collaborative relationships, and emphasizes evidence-based practices and effective educational approaches, including Universal Design for Learning (UDL).

Features

Graduates of the Special Education A.A. program are qualified to: transfer to a 4 year college or university to pursue a bachelors degree and/or teacher certification in special education; enter the workforce prepared in the competencies to be employed as a special education paraeduator in education settings. These settings include classrooms that support children of varying abilities from pre-k through age 21

Transfer Information

This AA in Special Education provides a pathway to transfer to a four-year college or university where students can earn a baccalaureate degree and apply for their teacher licensure. Students are strongly encouraged to select a transfer destination as soon as possible. Students should consult with their chosen transfer institution regarding recommended courses that will transfer and be applied to their baccalaureate degree program. These are some of the places NCC students transfer frequently to, although students may transfer to a wide variety of institutions.

East Stroudsburg University
Kutztown University
Bloomsburg University
DeSales University

Career Information

NCCs associate degree program focuses on hands-on experiences and ongoing field-work, allowing students to get excited about their future from the start. The associate degree transfers smoothly into a baccalaureate level education special education teacher certification program. All courses can be completed online.

Learning Outcomes

Learning Outcomes

1. Explain the philosophy, history, framework, legal requirements and processes, and special education perspectives through the lens of equity

2. Apply knowledge of child development and individual differences across learning content and learning environments using universal design for learning (UDL) and inclusive practices.

3. Use knowledge of appropriate multiple and varied assessments, technologies, strategies, and supports within a universally designed and inclusive framework to plan and make educational decisions that are instructionally responsive and equitable.

4. Explain and use a variety of evidence-based instructional strategies to support the learning of individuals with varying abilities.

5. Describe and explain the role and nature of culturally relevant, collaborative relationships among families, educators, paraeducators, service providers, learners with varying abilities, and others across a wide range of settings.

6. Explain and use appropriate and respectful language and professional and ethical practices, to support critical thinking, positive communications, and advance the profession.

7. Practice being an advocate, a role model, and supporter of learners of varying abilities by upholding high professional standards in diverse educational environments.

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Special Education, Associate in Arts
Total Course Sequence Credits
62

Year	Semester	Credits
Year 1	First Semester	16

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- MATH 118 - Foundations of Mathematics I

Credits 3

Requirement Select
- SPEC 160 - Introduction to Special Education

Credits 3

Requirement Select
- General Education Elective (SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- EARL 106 - Early Childhood Development and Learning

OR
- EDUC 115 - Education for All Students

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- MATH 119 - Foundations of Mathematics II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- SPEC 210G - Behavior Support

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- ENGL 215G - Multicultural Adolescent Lit

Credits 3

Requirement Select
- HIST 113 - American History I

Credits 3

Requirement Select
- PSYC 251 - Child Psychology

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

OR
- SOCA 103 - Principles of Sociology

Credits 3

Requirement Select
- SPEC 220 - Assessment in Special Education

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	16

Requirement Select
- SPEC 240 - Instructional Strategies for Inclusive Environments

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 4

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Program of Study Notes

Students should refer to the program map for a full list of recommended Transfer Electives.

Special Education, SD

Overview

Program Title
Special Education, SD

Credential Type
Specialized Diploma

Academic School
School of Education and Academic Foundations (School)

Academic Level
Undergraduate

Overview

Program Narrative

The Special Education, Specialized Diploma of NCC prepares students with special education content knowledge and skills that uniquely qualify them for the paraeducator workforce. As a paraeducator, (i.e., teaching assistant), students are prepared to work under the supervision of a certified teacher in educational classrooms, and in particular, children receiving special education services. The Specialized Diploma requires the successful completion of three special education courses, totaling 9-credits.

Features

In addition to the special education coursework, students participate in over 40 hours of practical classroom experience. Together, these courses offer students opportunities to develop and practice essential competencies for working with children of varying abilities. The specialized diploma can be used as a beginning pathway for students who then decide to complete the special education AA degree and/or who intend to transfer to a 4-year college or university for pre-k-12 special education teacher certification.

Coursework required for the specialized diploma is offered on the Bethlehem and Monroe Campus as well as through Online Learning

Program Requirements

Program Requirements

Mandatory Student Paperwork

The Pennsylvania Department of Education requires that all students participating in field experience must provide Mandatory Student Paperwork. Please visit Education Program Requirements for more information.

Progression

Students must earn a grade of "C" or better in all education courses.

Course Sequence

Course Sequence Name
Course Sequence - Special Education, Specialized Diploma
Total Course Sequence Credits
9

Year	Semester	Credits
Year 1	Required Courses	9

Requirement Select
- SPEC 160 - Introduction to Special Education

Credits 3

Requirement Select
- SPEC 220 - Assessment in Special Education

Credits 3

Requirement Select
- SPEC 240 - Instructional Strategies for Inclusive Environments

Credits 3

Program of Study Notes

SPEC160 Introduction to Special Education is a co- or prerequisite for SPEC220 Assessment in Special Education and SPEC240 Instructional Strategies for Inclusive Environments

Sport Management, AA

Overview

Program Title
Sport Management, AA

Credential Type
Associate in Arts

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

New Overview

Narrative

Students earning an associate degree in Sport Management will gain solid business knowledge and industry-specific skills designed to prepare them for careers in sport, including intercollegiate and interscholastic athletics, professional sports, recreation and community-based organizations, corporate brands, and governing bodies. The curriculum develops key industry competencies in marketing, sales and revenue generation, event and facility management, and business communication.

The sport industry continues to grow as a global, multi-billion-dollar field spanning professional sports, collegiate athletics, recreation, esports, and entertainment. Careers extend beyond the field of play into areas such as marketing, public relations, finance, sponsorship, and operations. Because the industry is highly competitive, many students use the associate degree as a pathway to either immediate entry-level employment or transfer to a four-year institution for expanded opportunities.

The Sport Management program emphasizes professionalism, personal branding, networking, and experiential learning. Students build skills through classroom instruction supported by guest speakers, applied projects, and internship experiences.

Transfer Information: East Stroudsburg University, DeSales University, Bloomsburg University, Pennsylvania State University, West Chester University, Kutztown University, Temple University, York College. Students may also pursue transfer opportunities at additional colleges and universities that align with their career and educational goals.

Career Information: Entry-level and advancement opportunities in the sport industry, including roles in operations, marketing, sales, events, and athletic administration.

Learning Outcomes

Learning Outcomes

1. Apply principles and functions of management to analyze and evaluate operations within a sport management venue.

2. Develop and implement a comprehensive sport marketing plan for a collegiate event as part of a collaborative planning group.

3. Analyze and interpret current and historical data to evaluate the relationship between sport and societal issues.

4. Design and justify an integrated marketing communications campaign that effectively combines product, price, promotion, and place (distribution).

Course Sequence

Course Sequence Name
Course Sequence - Sport Management, Associate in Arts
Total Course Sequence Credits
61 - 63

Year	Semester	Credits
Year 1	First Semester	16 - 17

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- SPRT 101 - Introduction to Sport Management

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- Mathematics Elective (QL) for AA/AS degrees

Credits 3 - 4

Year	Semester	Credits
Year 1	Second Semester	15

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- ENGL 151R - English II

Credits 3

Requirement Select
- SPRT 220 - Sport Marketing

Credits 3

Requirement Select
- SPRT 162 - Facility Management and Event Planning

Credits 3

Requirement Select
- General Education Elective (SIT)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- BUSA 221G - Business Communications

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- COMM 205 - Public Speaking

Credits 3

Requirement Select
- SPRT 225 - Sport Sales and Revenue Production

Credits 3

Requirement Select
- General Education Elective (AH)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15 - 16

Requirement Select
- BUSA 205 - Management Fundamentals

Credits 3

Requirement Select
- SPRT 250 - Sport Management Practicum

OR
- SPRT 152G - Sports In Society

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- Transfer Elective

Credits 3

Requirement Select
- Science Elective (SCI)

Credits 3 - 4

Program of Study Notes

- Completion of BUSA221G Business Communications satisfies the Writing Intensive program-related requirement. In addition, students must take one General Education Elective in a Writing Intensive (WI) section.
- One course should be designated as Diversity and Global Awareness (D)
- Electives should be selected with the advice of an academic advisor in order to meet the requirements of the appropriate transfer institution

Social Work, AA

Overview

Program Title
Social Work, AA

Credential Type
Associate in Arts

Academic School
School of Arts, Humanities, and Social Sciences (School)

Academic Level
Undergraduate

Overview

Narrative

Do you care about people, the world around us and enjoy helping others? Are you interested in making a difference in individual lives and the local and global community? If you are looking for a career with meaning that focuses on social justice, equality, personal well-being and creating change, social work is an excellent choice.

Social work requires strong skills in communication, problem solving, observation, and critical thinking. Starting your social work career at NCC provides you with the foundation courses needed to become a social worker. Courses involve looking at the human condition from a variety of disciplines such as sociology, psychology, history, political science, English, and biology. Social work looks at the person and their environment holistically. The core liberal arts curriculum at NCC provides you with the first 2 years toward a bachelors degree in social work (BSW).

At NCC, you will start to build the knowledge, values, and skills needed to become a professional social worker. The NCC social work program offers a variety of ways to get involved. Take advantage of service-learning opportunities, the Social Work Club, field trips, international trips and more. You may begin your studies by registering for Introduction to Social Work and continue to follow the program map for completion.

Northampton's Social Work program is an affordable beginning to your baccalaureate degree in social work. After graduation from a bachelors in social work program (BSW), you may seek professional employment in one of the many social and community agencies locally and beyond or choose to enter a graduate program in social work (MSW).

Features

Transfer to BSW: The NCC Social Work Program is well respected and prepares students to be ready for transfer to a 4-year school. Students seamlessly transfer to BSW programs such as Cedar Crest College, East Stroudsburg University, Kutztown University, Marywood University, and Millersville University. You can transfer to any BSW program in the country as well. Consult with your academic advisor or the social work program coordinator for transfer questions.

Career Potential: You will find Social Workers in many fields of practice such as Administration and Management, Advocacy and Community Organization, Aging and Gerontology, Alcohol, Tobacco and Other Drugs, Child Welfare and Family, Developmental Disabilities, Health Care Social Work, Justice and Corrections, International Social Work, Veterans and Military, Mental Health and Clinical Social Work, Occupational and EAP Social Work, Policy and Planning, Politics, Advocacy, Public Welfare, Research, School Social Work and more. Social Work is a growing profession and job opportunities are expected to continue to grow over the next several years.

Learning Outcomes

Learning Outcomes

1. Articulate the historical development, foundational knowledge, values, skills, and core competencies of the social work profession at the introductory level.

2. Apply principles of cultural humility, equity, and social justice to promote the strengths, resilience, and well-being of individuals, families, and communities in a diverse society.

3. Demonstrate critical thinking and effective communication skills grounded in a liberal arts foundation through oral, written, and digital expression.

4. Analyze the influence of social, political, and structural systems on individuals and communities using a person-in-environment and systems perspective.

5. Explain the bio-psycho-social-spiritual perspective of human development across the lifespan, recognizing the interaction of multiple dimensions that shape behavior and experience.

Course Sequence

Course Sequence Name
Course Sequence - Social Work, Associate in Arts
Total Course Sequence Credits
60

Year	Semester	Credits
Year 1	First Semester	14

Requirement Select
- BIOS 105 - Contemporary Biology

Credits 4

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- SCWK 101 - Introduction to Social Work

Credits 3

Requirement Select
- SOCA 103 - Principles of Sociology

Credits 3

Year	Semester	Credits
Year 1	Second Semester	16

Requirement Select
- BIOS 130 - Basics of Human Anatomy and Physiology

Credits 4

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- ENGL 151L - English II

Credits 3

Requirement Select
- PSYC 103 - Introduction to Psychology

Credits 3

Requirement Select
- SOCA 102 - Cultural Anthropology

Credits 3

Year	Semester	Credits
Year 2	Third Semester	15

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- Literature Elective for Social Work, AA

Credits 3

Requirement Select
- MATH 150 - Introductory Statistics

Credits 3

Requirement Select
- POLS 110 - American National Government

Credits 3

Requirement Select
- SOCA 125 - Sociology of Families

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- HIST 163 - American History II

Credits 3

Requirement Select
- PHIL 202G - Ethics and Moral Problems

Credits 3

Requirement Select
- PSYC 255 - Psychopathology

Credits 3

Requirement Select
- SOCA 105 - American Ethnicity

Credits 3

Requirement Select
- SCWK 280 - Human Behavior and the Social Environment

Credits 3

Program of Study Notes

- PHIL202G Ethics and Moral Problems should be taken as Writing-Intensive (noted with a G).
- The Literature Elective will satisfy one Writing Intensive (WI) requirement.

Veterinary Technician, AAS

Overview

Program Title
Veterinary Technician, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	Veterinary Technician (Department)	Undergraduate

Overview

View Program Resource Documents

Narrative

If you love animals and want a career that keeps you in constant contact with them, being a Veterinary Technician is an affordable and accessible way to achieve your goal. Veterinary technicians are animal care professionals knowledgeable in the care and handling of various species, basic principles of normal and abnormal life processes, routine laboratory and clinical procedures, and veterinary medical and surgical nursing.

Certified veterinary technicians find employment in small and large animal veterinary facilities, the pet food industry, specialty practices, diagnostic labs, pharmaceutical research centers, zoo and wildlife organizations, animal shelters, and educational institutions. The job opportunities are numerous and varied. With more Americans than ever sharing their homes with companion animals, the need for formally trained veterinary technicians in veterinary practices continues to grow.

Working jointly with Lehigh Carbon Community College, Northampton's Veterinary Technician program will provide you with all the necessary coursework, hands-on training, guidance and experience you need to begin an exciting career working with animals.

Graduates of the program are prepared to sit for the veterinary technician national board examination. Students that pass the exam may obtain certification.

The Veterinary Technician program is accredited by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA).

Mission Statement

Lehigh Carbon and Northampton Community Colleges Veterinary Technician Program provides excellent, comprehensive learning experiences to prepare students with the knowledge and critical skills to develop into competent veterinary nurses. The program instills in its students a commitment to be a lifelong learner, a competent communicator, and provide excellent patient care and compassion for animals.

Features

Northampton's program provides academic and practical experience through a combination of veterinary technology and general education core courses. One-third of veterinary technology courses include laboratory experience including exposure to small, large and exotic animal species.

The culminating experience of the program is a summer externship experience during which students can expand and build proficiency of clinical skills at veterinary hospitals. Instructors in the program are practicing veterinarians and credentialed veterinary technicians working in the field.

Classes are held on NCC and LCCC campuses. There is a clinical science laboratory on the Northampton campus and a Veterinary teaching facility adjacent to the LCCC campus provided exclusively for the veterinary technician students. Classes are offered during the day and the program takes 2 full years (fall, spring and summer to complete).

Career Potential: Veterinary Technician, Biologic Research Labs, Lab Animal Technician, Small Animal Practice, Large Animal Practice, Exotics and Specialty Practices, Zoos, Wildlife Rehabilitation Centers, Pharmaceutical Companies, Teaching Institutes, Diagnostic Labs, Aquariums, Animal Shelters, Animal Feed Companies

Any questions or concerns? Contact one of our Program Directors: Dr. Lisa Martini-Johnson at: LMartini-Johnson@northampton.edu or Lmartinijohnson@lccc.edu.

Learning Outcomes

Learning Outcomes

1. Demonstrate competence in performing and engaging in office and hospital procedures, client relations and communication.

2. Demonstrate proficiency working in the pharmacy and understand and utilize pharmacologic concepts.

3. Safely and competently engage in medical nursing.

4. Safely and competently engage in surgical nursing.

5. Safely and competently engage in anesthetic nursing.

6. Competently perform laboratory procedures.

7. Safely and competently perform diagnostic imaging.

8. Competently perform laboratory animal and exotic patient husbandry and nursing.

Admissions Requirements

Admissions Requirements

Minimum Requirements:

Applicants must have completed the following course:

- High school biology with a lab with a grade of “B” or better. Alternatively, successful completion of BIOS 107 or BIOS 115*.

Applicants must be eligible to enroll in the following courses based on prerequisites and/or placement criteria:

- ENGL 101
- MATH 112

Applicants must meet the GPA requirement associated with their current enrollment category:

- Students who have completed any number of college credits
    - A cumulative college GPA of 2.5 or higher in both science and non-science program-specific courses.
- High school students without college credits
    - A cumulative high school GPA of 2.5 or higher.

At the time of the application, the student must have completed 20 hours of observation in a veterinary facility within the past year.

* BIOS 107 is recommended, but BIOS 115 can satisfy the high school requirement. An equivalent course from another college may also satisfy this requirement.

For additional information regarding application deadlines and other pre- and post-admission requirements, refer to the Health Professions Admissions Requirements webpage.

Important Note

VETC is a competitive admission program. Meeting the minimum requirements does not guarantee admission. Applicants who are denied admission will be placed in the Health Sciences program of study to complete general education courses applicable to the VETC degree, allowing them to reapply.

Coursework Considered in Admissions Review

While not required, applicants who have completed one or more of the program-specific general education courses prior to applying may have those grades included in the admissions review. A minimum grade of C is required for any of these courses to be considered. Courses may also be reviewed with attention to whether they were completed successfully on the first attempt.

Program Requirements

Program Requirements

Progression

Students must earn a grade of “C” or better in all VETC courses.

Academic Dismissal from Health Sciences Selective Admission Programs

Any student who does not successfully complete* one (1) course that carries the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Diagnostic Medical Sonography (DMSG), Radiography (RADT), Nursing (NURS) and Funeral Services (FUNS).

Any student who does not successfully complete* two (2) courses (either two different courses or the same course twice), that carry the prefix of the student's Health Sciences major will be dismissed from the program. This policy applies to courses in these programs: Dental Hygiene (DENH), Medical Assistant (MDAS), Veterinary Technician (VETC), and Respiratory Care (RESP).

Students may apply again for possible readmission, which includes testing of previous core course material. Readmission is on a space available basis, and priority is given to students entering the program for the first time and to those students who have successfully completed the core courses and have maintained continuous enrollment.

If the student is readmitted and again does not successfully complete one (1) course that carries the prefix of the student's Health Sciences program, they will be dismissed from the program and will not be eligible to reapply.

*Unsuccessful course completion is defined as a final course grade of F or W.

Course Sequence

Course Sequence Name
Veterinary Technician, Associate in Applied Science
Total Course Sequence Credits
69.5

Year	Semester	Credits
Year 1	Fall	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- CHEM 135 - Chemistry of Life

Credits 4

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- VETC 101 - Veterinary Anatomy and Physiology

Credits 4

Requirement Select
- VETC 105 - Veterinary Terminology and Communications

Credits 1

Requirement Select
- VETC 110 - Introduction to Veterinarian Technology

Credits 2

Year	Semester	Credits
Year 1	Spring	15

Requirement Select
- BIOS 202 - Microbiology for Allied Health

Credits 4

Requirement Select
- ENGL 151L - English II
  OR
- ENGL 151R - English II
  OR
- ENGL 151T - English II

Credits 3

Requirement Select
- VETC 115 - Animal Management and Nutrition

Credits 2

Requirement Select
- VETC 120 - Veterinary Parasitology

Credits 2

Requirement Select
- VETC 125 - Veterinary Clinical Lab Techniques

Credits 4

Year	Semester	Credits
Year 1	Summer Session	3

Requirement Select
- VETC 210 - Large Animal Clinical Procedures

Credits 3

Year	Semester	Credits
Year 2	Fall	16

Requirement Select
- MATH 112 - Math for Allied Health

Credits 3

Requirement Select
- VETC 215G - Animal Disease

Credits 3

Requirement Select
- VETC 218 - Veterinarian Pharmacology and Anesthesia

Credits 3

Requirement Select
- VETC 220 - Small Animal Clinical Procedures

Credits 4

Requirement Select
- General Education Elective (AH)

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	14.5

Requirement Select
- VETC 223 - Veterinary Radiology

Credits 1.5

Requirement Select
- VETC 225 - Veterinary Surgical Nursing and Anesthesia

Credits 3

Requirement Select
- VETC 228 - Lab Animal Science and Exotics

Credits 4

Requirement Select
- General Education Elective (SIT)

Credits 3

Requirement Select
- General Education Elective (SSHB)

Credits 3

Year	Semester	Credits
Year 2	Summer	3

Requirement Select
- VETC 230 - Veterinary Technician Externship

Credits 3

Program of Study Notes

ENGL151: Students have the choice of ENGL151L English II (Literature option), ENGL151R English II (Report Writing), ENGL151T English II (Technical Writing). Consult with your advisor.

It is recommended that students take SOCA102 Cultural Anthropology as the Social Science: Societies and Institutions over Time (SIT) Elective; this also satisfies the Diversity (D) requirement.

It is recommended that students take PSYC103 Introduction to Psychology as the Social Science: Scientific Study of Human Behavior (SSHB) Elective.

One course should be designated as Diversity and Global Awareness (D).

Completion of VETC215G satisfies the Writing Intensive (WI) requirement.

Web Development, AAS

Overview

Program Title
Web Development, AAS

Credential Type
Associate in Applied Science

Academic School
School of Business and Industry (School)

Academic Level
Undergraduate

Overview

Narrative

Websites are indispensable tools for every aspect of business. If you're interested in being a part of this growing field of employment, you will want to secure the right set of skills. Attractive job candidates have the ability to design the look of a website and also to program the technical aspects that provide an interactive feel. We have designed our Web Development program to train students for both the creative and technical sides of the job.

Our program is geared toward gaining employment upon graduation, rather than transferring to a four-year college. Upon graduation, students will be equipped with the skills to qualify for positions such as web developer, web programmer, web designer, interactive web developer, web application developer, and director of web services.

Features

The Web Development AAS Program offers the student a strong educational core focused on design and programming for the web. Students develop the skills necessary to develop and maintain robust, well-designed, interactive and dynamic web sites. Students study client-side scripting, server-side scripting, object-oriented programming and database systems as a means to develop programming skills. Courses such as Computer Graphics, Introduction to Web Design, Web Animation, and Interactive Programming give students the chance to develop their design skills.

In your final semester, you will develop an Advanced Web Portfolio and create a functional dynamic web site in the capstone course, Advanced Web Technologies. The student portfolio and capstone project will be key tools in your job search.

This program can be completed in two years of full-time study with a combination of day and evening courses.

Career Potential: Web Application Developer, Web Designer, Web Programmer, Web Developer, Webmaster, Internet Developer

Learning Outcomes

Learning Outcomes

1. Develop effective approaches to solving problems related to web site development.

2. Analyze user needs to determine technical requirements for web site creation.

3. Design, build, and/or maintain aesthetically pleasing web sites using WYSIWYG editors and graphic design tools, with a focus on usability.

4. Develop proficiency with programming, scripting languages, and database design techniques needed for interactive dynamic web applications.

5. Exhibit proficiency in both design and technical aspects of web design.

Course Sequence

Course Sequence Name
Web Development Program Map
Total Course Sequence Credits
64 - 66

Year	Semester	Credits
Year 1	First Semester	18

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- ARTA 170 - Computer Graphics

Credits 4

Requirement Select
- CISC 100 - Information Technology Fundamentals

Credits 4

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- CISC 139 - Introduction to Web Development

Credits 4

Requirement Select
- CISC 128 - Client-side Scripting

Credits 4

Requirement Select
- ARTA 130 - Web Design I

Credits 3

Requirement Select
- ENGL 151T - English II

OR
- ENGL 151L - English II

OR
- ENGL 151R - English II

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Third Semester	14 - 15

Requirement Select
- Mathematics Elective (QL) for Web. Dev., AAS

Credits 3 - 4

Requirement Select
- CISC 257 - Server-side Scripting

Credits 4

Requirement Select
- CISC 114 - Introduction to Computer Science with Python

Credits 4

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Year	Semester	Credits
Year 2	Second Semester	15 - 16

Requirement Select
- CISC 201 - Advanced Web Technologies

Credits 4

Requirement Select
- CISC 270 - Database Systems

Credits 4

Requirement Select
- Electives for AAS degrees

Credits 3 - 4

Requirement Select
- CISC 252 - Introduction to DevOps

Credits 4

Program of Study Notes

Recommended Electives: CISC142 Ethics and Current Issues in Technology, BUSA232 Principles of Marketing

Mathematics Elective options: MATH140 Applied College Algebra, MATH145 Trigonometry, MATH150 Introductory Statistics, MATH156 STEM College Algebra, MATH160 Pre-Calculus, MATH165 Applied Calculus, MATH175 Calculus I with Review (Part 1), MATH176 Calculus I with Review (Part 2), MATH180 Calculus I, MATH181 Calculus II, MATH202 Discrete Math, MATH210 Calculus III, or MATH211 Differential Equations

For the General Education Electives, students must take three courses from at least two of the following areas: Arts & Humanities (AH); Social Science: Society and Institutions over Time (SIT) or Social Science: Scientific Study of Human Behavior (SSHB).

One course should be designated as Diversity and Global Awareness (D).

One course must be Writing Intensive (WI).

Welding and Fabrication, Certificate

Overview

Program Title
Welding and Fabrication, Certificate

Credential Type	Academic School	Academic Level
Certificate	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Welding programs are designed to prepare you to enter a welding profession. The Welding & Fabrication certificate program is designed to prepare you to enter a welding setting in a short time frame or advance your current welding skills to the next level. The program offers career-specific coursework for a student wishing to complete their studies within three full-time semesters.

Your studies will include state-of-the-art welding equipment and principles from the American Welding Society. You will learn the marketable skills required to work effectively within a welding environment. Strong emphasis on the development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking, priority setting, and decision-making skills needed in today's quality-oriented business environment.

Graduates of this certificate program can gain employment and then pursue NCC's Welding Technology associate degree program. This program will be of benefit to those who are seeking an entry level position in welding or those who are seeking to change careers. It is also useful for welders in need of updated skills and certification.

Features

This program prepares you for the responsibilities and challenges expected of a skilled trades person in a welding setting. Responsibilities of a welder include the ability to read and interpret blueprints at an advanced level, demonstrate advanced level welding principles, and to apply the knowledge of plasma arc cutting principles. Program students will be provided with the knowledge and skills to prepare for the American Welding Society certifications. The program may be completed in as little as three semesters if taking courses during the day.

Courses for the Welding & Fabrication Certificate include Welding Fundamentals, OSHA, Fabrication & Welding Symbols, Introduction to Pipe Welding Processes, Advanced Plate Welding Processes, and Gas Tungsten Arc & Semiautomatic Welding Processes Welding & Structural Blueprint Reading, Advanced Gas Tungsten & Semiautomatic Welding Processes, Plasma Arc Cutting and Pipe Welding Processes II. All of the courses in the certificate can be applied to either the certificate or associate degree welding programs.

Graduates of this certificate program can also continue on to complete the Welding Technology associate degree.

Endorsed by Local Employers

Potential employers for those following this welding pathway include:

- Manufacturers
- Sheet Metal Fabricators
- Construction Companies
- Gas Line Companies
- Auto Body Repair Shops
- Material Supply Sales Companies

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Dino Forst, Program Manager, at 610.332.6270 or dforst@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Welding Educator, Welding Inspector, Welding Sales Representative, Welding Supervisor, Welding Technician.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.
2. Demonstrate safe welding and thermal cutting practices.
3. Produce welds that consistently meet American Petroleum Institute (API) 1104 Standard.
4. Analyze and present data in an acceptable and standardized manner.
5. Solve common weldability problems.
6. Demonstrate a basic framework of technical vocabulary and graphics interpretation.
7. Demonstrate observational, integrative, and synthetic skills.
8. Demonstrate the proper use and care of common welding equipment.
9. Apply basic defect prevention philosophy and techniques to achieving weld integrity.
10. Describe the key process elements and technology commonly found in industrial welding and cutting processes.
11. Demonstrate the skills & knowledge needed to obtain AWS D1.1, ASME Section IX, & API 1104 certifications.

Course Sequence

Course Sequence Name
Course Sequence - Welding and Fabrication, Certificate
Total Course Sequence Credits
50

Year	Semester	Credits
Year 1	First Semester	19

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Requirement Select
- WELD 105 - Introduction to Welding Processes

Credits 5

Requirement Select
- WELD 135 - Welding Fabrication and Symbols

Credits 2

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- WELD 110 - Introduction to Pipe Welding Processes

Credits 3

Requirement Select
- WELD 123 - Advanced Plate Welding Processes

Credits 5

Requirement Select
- WELD 125 - GTAW and Semiautomatic Welding Processes

Credits 5

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education
  OR
- OSAH 101 - Construction Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 2	Third Semester	14

Requirement Select
- WELD 230 - Welding and Structural BlueprintReading

Credits 4

Requirement Select
- WELD 205 - Advance Gas Tungsten and Semiautomatic Welding Processes

Credits 4

Requirement Select
- WELD 224 - Pipe Welding Processes II

Credits 3

Requirement Select
- WELD 245 - Robotic Welding and Cutting Automation

Credits 3

Program of Study Notes

OSAH102 General Industry Outreach Safety Education is the recommended selection.

Welding Technology, AAS

Overview

Program Title
Welding Technology, AAS

Credential Type	Academic School	Academic Level
Associate in Applied Science	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Welding Technology A.A.S. degree program is designed to prepare you to enter a modern welding setting. The program offers career-specific coursework for a student wishing to complete their studies within four semesters. The program also provides course offerings that prepare you to work as a team player in a specialized manufacturing environment.

Your studies will include state-of-the-art welding equipment and principles from the American Welding Society. You will learn the marketable skills required to work effectively with other people in a manufacturing environment. We emphasize development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking, priority setting, and decision-making skills needed in today's quality-oriented business environment.

Graduates of this AAS degree program may continue on to a Baccalaureate program.

Features

This program prepares you for the responsibilities and challenges expected of a highly skilled welder. A welder in todays manufacturing environment is expected to possess numerous skills and abilities that allow them to be problem solvers. At Northampton you will learn a variety of different welding processes and inspection techniques that will allow you to become an asset in the job you obtain after your education is complete. The program may be completed in four semesters if taking courses during the day.

Courses for the Welding Technology A.A.S. degree include Welding Fundamentals, OSHA, Fabrication & Welding Symbols, Introduction to Pipe Welding Processes, Advanced Plate Welding Processes, and Gas Tungsten Arc & Semiautomatic Welding Processes Welding & Structural Blueprint Reading, Advanced Gas Tungsten & Semiautomatic Welding Processes, and Pipe Welding Processes II, and Introduction to Metallurgy.

This program prepares you for the responsibilities and challenges expected of a skilled trades person in the welding environment. Responsibilities of a welder include the ability to read and interpret blueprints at an advanced level, demonstrate advanced level welding principles, and to apply the knowledge of welding inspection principles. Students will gain the knowledge and skills needed to prepare for American Welding Society certification exams while achieving a competency-based degree.

Endorsed by Local Employers

Potential employers for those following this healthcare career pathway include:

- Manufacturers
- Sheet Metal Fabricators
- Construction Companies
- Gas Line Companies
- Auto Body Repair Shops
- Material Supply Sales Companies

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Dino Forst, Program Manager, at 610.332.6270 or dforst@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Pipefitter/Steamfitter Welder, Pipeline Welder, Sheet Metal Worker, Structural & Pressure Vessel Welder, Welding Shop Foreman.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.
2. Analyze and present data in an acceptable and standardized manner.
3. Solve common weldability problems.
4. Demonstrate a basic framework of technical vocabulary and graphics interpretation.
5. Demonstrate observational, integrative, and synthetic skills.
6. Demonstrate the proper use and care of common welding equipment.
7. Apply basic defect prevention philosophy and techniques to achieving weld integrity.
8. Describe the key process elements and technology commonly found in industrial welding and cutting processes.
9. Demonstrate the skills and knowledge needed for the Certified Welding Inspector and Certified Welding Educator certifications. AWS D1.1, ASME Section IX, & API 1104

Course Sequence

Course Sequence Name
Course Sequence - Welding Technology, Associate in Applied Science
Total Course Sequence Credits
68

Year	Semester	Credits
Year 1	First Semester	19

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- WELD 105 - Introduction to Welding Processes

Credits 5

Requirement Select
- WELD 135 - Welding Fabrication and Symbols

Credits 2

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- CISC 101 - Introduction to Information Technology

Credits 3

Requirement Select
- MATH 103 - Technical Mathematics

Credits 3

Year	Semester	Credits
Year 1	Second Semester	17

Requirement Select
- ENGL 101 - English I

Credits 3

Requirement Select
- WELD 125 - GTAW and Semiautomatic Welding Processes

Credits 5

Requirement Select
- WELD 123 - Advanced Plate Welding Processes

Credits 5

Requirement Select
- WELD 110 - Introduction to Pipe Welding Processes

Credits 3

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education
  OR
- OSAH 101 - Construction Industry Outreach Safety Education

Credits 1

Year	Semester	Credits
Year 2	Third Semester	17

Requirement Select
- ENGL 151T - English II

Credits 3

Requirement Select
- PHYS 152 - Physical Science II

Credits 3

Requirement Select
- WELD 230 - Welding and Structural BlueprintReading

Credits 4

Requirement Select
- WELD 205 - Advance Gas Tungsten and Semiautomatic Welding Processes

Credits 4

Requirement Select
- WELD 224 - Pipe Welding Processes II

Credits 3

Year	Semester	Credits
Year 2	Fourth Semester	15

Requirement Select
- COMM 101 - Introduction to Communication

Credits 3

Requirement Select
- WELD 255 - Introduction to Metallurgy

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- General Education Elective (AH or SIT or SSHB)

Credits 3

Requirement Select
- Electives for AAS degrees

Credits 3

Program of Study Notes

OSAH102 General Industry Outreach Safety Education is the recommended selection.

WELD235 Welding Inspection is the recommended elective.

For the General Education Electives, students must select one course from the list of approved courses in two of the following categories: Arts & Humanities (AH); Social Science: Societies and Institutions over Time (SIT); Social Science: Scientific Study of Human Behavior (SSHB).

- One course should be designated as Diversity and Global Awareness (D).
- Completion of one General Education Elective in a Writing Intensive (WI) section satisfies the Writing Intensive (WI) requirement. GEOG121G Environmental Sustainability (Environmental Sustainability) is recommended.

Welding Fundamentals, SD

Overview

Program Title
Welding Fundamentals, SD

Credential Type	Academic School	Academic Level
Specialized Diploma	School of Business and Industry (School)	Undergraduate

Overview

Narrative

Northampton's Welding programs are designed to prepare you to enter a welding profession. The Welding Fundamentals specialized diploma is designed to prepare you to enter a welding setting in a short time frame or advance your current welding skills to the next level. The program offers career-specific coursework for a student wishing to complete their studies within two semesters.

Your studies will include state-of-the-art welding equipment and principles from the American Welding Society. You will learn the marketable skills required to work effectively within a welding environment. Strong emphasis on the development of professional attitudes, values, and ethics. As you progress through the program, you'll gain critical thinking, priority setting, and decision-making skills needed in today's quality-oriented business environment.

Graduates of this specialized diploma program can gain employment and then pursue NCC's Welding & Fabrication certificate or Welding Technology associate degree programs. This program will be of benefit to those who are seeking an entry level position in welding or those who are seeking to change careers. It is also useful for welders in need of updated skills and certification.

Features

This program prepares you for the responsibilities and challenges expected of a skilled trades person in an entry level welding setting. Responsibilities of a welder include the ability to read and interpret blueprints and demonstrate basic welding principles. Students will gain the knowledge and skills needed to prepare for American Welding Society certification exams while achieving a competency-based academic specialized diploma. The program may be completed in as little as two semesters if taking courses during the day.

Courses for the Welding Fundamentals specialized diploma include Welding Fundamentals, OSHA, Fabrication & Welding Symbols, Introduction to Pipe Welding Processes, Advanced Plate Welding Processes, and Gas Tungsten Arc & Semiautomatic Welding Processes. All of the courses in the specialized diploma can be applied to either the certificate or associate degree welding programs.

Graduates of this specialized diploma can also continue on to complete the Welding & Fabrication certificate or the Welding Technology associate degree with ease.

Endorsed by Local Employers

Potential employers for those following this welding pathway include:

- Manufacturers
- Sheet Metal Fabricators
- Construction Companies

This program can be completed in the day or evening, on a full or part-time basis.

Please contact Dino Forst, Program Manager, at 610.332.6270 or dforst@northampton.edu or the Admissions Office at 610.861.5500 for more information.

Career Potential: Autobody Repairer, Business Owner, Maintenance Repair Technician, Welding Assistant, Welder Fabricator.

Learning Outcomes

Learning Outcomes

1. Demonstrate an ability to work independently and collaboratively.
2. Demonstrate safe welding and thermal cutting practices.
3. Produce welds that consistently meet industry, American Welding Society (AWS) and pressure vessel standards.
4. Analyze and present data in an acceptable and standardized manner.
5. Solve common weldability problems.
6. Demonstrate a basic framework of technical vocabulary and graphics interpretation.
7. Demonstrate observational, integrative, and synthetic skills.
8. Demonstrate the proper use and care of common welding equipment.
9. Apply basic defect prevention philosophy and techniques to achieving weld integrity.
10. Describe the key process elements and technology commonly found in industrial welding and cutting processes.

Course Sequence

Course Sequence Name
Course Sequence - Welding Fundamentals, Specialized Diploma
Total Course Sequence Credits
27

Year	Semester	Credits
Year 1	First Semester	13

Requirement Select
- CADM 117 - Technical Drawings

Credits 3

Requirement Select
- COLS 101 - College Success

Credits 1

Requirement Select
- EMEC 114 - Mechanical Skills for the Trades

Credits 2

Requirement Select
- WELD 105 - Introduction to Welding Processes

Credits 5

Requirement Select
- WELD 135 - Welding Fabrication and Symbols

Credits 2

Year	Semester	Credits
Year 1	Second Semester	14

Requirement Select
- WELD 110 - Introduction to Pipe Welding Processes

Credits 3

Requirement Select
- WELD 123 - Advanced Plate Welding Processes

Credits 5

Requirement Select
- WELD 125 - GTAW and Semiautomatic Welding Processes

Credits 5

Requirement Select
- OSAH 102 - General Industry Outreach Safety Education
OR
- OSAH 101 - Construction Industry Outreach Safety Education

Credits 1

Program of Study Notes

OSAH102 General Industry Outreach Safety Education is the recommended selection.

All Courses

ACCT 100 - Accounting for Non-Accountants

General

Academic Level
Undergraduate

Course Title
Accounting for Non-Accountants

Description
This course examines how business transactions are recorded, summarized, and interpreted for business decision-making purposes. Students will apply the accounting cycle, from event and transaction recognition to financial statement preparation, review, and appreciation. This course will provide a broad knowledge of accounting basics and is designed for non-business majors. Only one of the following: ACCT 100 or ACCT 101 may be applied to a degree. ACCT 100 cannot be used as a substitute for ACCT 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 101 - Financial Accounting I

General

Academic Level
Undergraduate

Course Title
Financial Accounting I

Description
This course is the analysis and interpretation of basic accounting structure, systems, and controls applicable to various business entities. Students develop the ability to prepare and analyze the financial statements of sole proprietorships. This course provides an introduction to financial accounting, including generally accepted accounting principles, financial statement preparation, the accounting cycle, specialized journals, accounting for cash, accounts receivable, sales, inventories, and long-lived assets. Both service and retail businesses will be discussed. Only one of the following: ACCT100 or ACCT101 may be applied to a degree. ACCT100 cannot be used as a substitute for ACCT101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 151 - Financial Accounting II

General

Academic Level
Undergraduate

Course Title
Financial Accounting II

Description
Analysis and interpretation of business organizations, relating to earnings, reserves, investments, costs, budgeting, and taxes.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite:
ACCT101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 160 - Accounting Applications

General

Academic Level
Undergraduate

Course Title
Accounting Applications

Description
In this course students will learn both payroll accounting and QuickBooks. In a hands-on environment, students learn the design and function of a computerized accounting information system, with the emphasis on providing information for external users and for management decision making. The course includes the principles of accounting information systems, the relationship of computerized accounting systems to manual systems, transaction processing, and report generating using an accounting software package, and the application of management decision-0making tools using appropriate software. The payroll accounting portion of the course will include personnel and payroll records, Fair Labor Standards Act, phases of the Social Security Act, and Federal Income Tax Withholding laws.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite:
ACCT101

This course is an approved AAS elective
Yes

ACCT 201 - Intermediate Accounting I

General

Academic Level
Undergraduate

Course Title
Intermediate Accounting I

Description
New approved description: This course is a corporate accounting course dealing with the principles of financial theory and development of accounting theory. This course is the study of accounting principles and procedures essential to the preparation of financial statements with particular emphasis on the course form. Topics of coverage include financial statements, current assets, inventory, property, plant, and equipment, and intangible assets. This course is the first of a series of two intermediate financial accounting courses. It builds on the foundation laid in the two introductory accounting courses to better equip students with the required techniques in preparing and interpreting financial statements. It also examines the conceptual framework of accounting and financial statement presentation.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite:
ACCT151

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 202 - Managerial Accounting

General

Academic Level
Undergraduate

Course Title
Managerial Accounting

Description
This course gives an understanding of the ways in which management accountants provide relevant information for a variety of decisions to be made in managing any organization. This course emphasizes the uses of accounting information for managerial decision making, planning and control, and cost accumulation and allocation. This course is a study of the uses of accounting information for managerial decision making. Areas of focus include: manufacturing, merchandising, and service cost systems; cost-volume-profit analysis; budgeting; variance analysis, responsibility accounting, and capital investment decision making.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite:
ACCT101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 205 - Cost Accounting

General

Academic Level
Undergraduate

Course Title
Cost Accounting

Description
This course is an introduction to cost accounting as a managerial tool. The examination of the accounting practices to record and control material, labor, and overhead costs. The study includes an in-depth look at job-order, process cost and standard cost system for manufacturing and service firms. Cost accounting provides key data to managers for planning and controlling, as well as data on costing products, services, and customers. Emphasis will be placed upon the application of cost accounting theory in the solution of problems and case studies.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ACCT151 Financial Accounting II

This course is an approved AAS elective
Yes

ACCT 220 - Income Tax Accounting

General

Academic Level
Undergraduate

Course Title
Income Tax Accounting

Description
This course is a study of current federal income tax as it applies to the individual taxpayer. The course focuses on the preparation of federal income tax returns for individuals and small businesses based on current law, regulations, and current trends in practice. Students analyze the current federal regulations and how these laws affect the income tax liability of individuals. Students are required to complete tax returns using a software package.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ACCT151

This course is an approved AAS elective
Yes

ACCT 251 - Intermediate Accounting II

General

Academic Level
Undergraduate

Course Title
Intermediate Accounting II

Description
This course is theSecondof two courses dealing with corporate accounting and is a continuation of ACCT 201. Its purpose is to gain a sound understanding of generally accepted accounting principles governing the recognition and measurement of liabilities and equity. The topics covered include liabilities, contingencies, stockholders' equity, post-retirement benefits, leases, accounting changes and error correction, statement of cash flows, financial statement analysis, and full disclosure. Students will learn how to apply some of the many accounting and economic concepts they have learned to the analysis of a company's financial position and performance as shown in published information, primarily focusing on financial statements.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ACCT201

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ACCT 255 - Principles of Auditing

General

Academic Level
Undergraduate

Course Title
Principles of Auditing

Description
This course introduces students to the concepts, principles, and practical applications of auditing in the business and accounting world. The course is an analysis and appraisal of current auditing principles and procedures involving staff organization, professional ethics and legal responsibility, internal control, audit programs and working papers and original record examination. The course emphasizes the concepts and practical applications that will serve as a foundation for developing auditing skills. Students are required to complete a comprehensive audit case study.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ACCT201

This course is an approved AAS elective
Yes

ACLS 050 - Introduction to Academic Literacy

General

Academic Level
Developmental_Education

Course Title
Introduction to Academic Literacy

Description
This integrated and accelerated reading and writing course provides intensive practice with critical thinking, reading, and writing in a supportive, collaborative environment. It helps students develop the reading and writing skills necessary to succeed in English I and other college level courses. Students will engage in the reading and writing processes. They will learn and apply the strategies and develop the skills needed to understand challenging academic reading and to write academic essays. This course is graded R1 Released to ENGL 101, R2 Released to ENGL 027 and ENGL 101, or N Not-released. Prereq. - Placement as determined by the Reading and English departments through testing.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
6:0:0

Prerequistes and Corequisites
Prerequisite: Placement as determined by the Reading and English departments through testing

ARCH 100 - Architecture History I - Antiquity to 1870

General

Academic Level
Undergraduate

Course Title
Architecture History I - Antiquity to 1870

Description
This course focuses on understanding the physical environment through the study of dominant architectural attitudes, forms, and functions as influenced by the social, cultural, historical and philosophical determinants of architecture through the ages. This course will also bridge architectural continuity with the past, and its relation to the present. Students will learn methods of historical inquiry and comparative analysis with an emphasis on classical and neoclassical periods. Restricted to Architecture and Interior Design majors. Core: AH. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARCH 101 - Architectural Graphics I

General

Academic Level
Undergraduate

Course Title
Architectural Graphics I

Description
The basic skills of architectural communication are covered with emphasis on developing design drawings and visualization skills and their relationship to the design process. This course explores both freehand and drafted methods including projections in orthographic and paraline drawings, including shades and shadows. Special emphasis is placed on freehand perspective drawing as a design tool. The exploration of paraline and perspective drawings on the computer are introduced as a means of enhancing freehand skills; model making skills. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Corequisite: ARCH110

This course is an approved AAS elective
Yes

ARCH 110 - Architecture Design Studio I

General

Academic Level
Undergraduate

Course Title
Architecture Design Studio I

Description
This is the first studio in a four-semester foundation design studio sequence. It is an introduction to the fundamental principles of design, design vocabulary and design process. Studio projects include a range of both two- and three-dimensional abstract exercises architectonic in nature. Organizing systems will be explored in accompaniment with the study of historical precedents. Emphasis is placed on graphic communication and model making. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Corequisite: ARCH101

This course is an approved AAS elective
Yes

ARCH 121 - Architectural Graphics II

General

Academic Level
Undergraduate

Course Title
Architectural Graphics II

Description
Students will continue development of the graphic language of architecture with an emphasis placed on different hand skills with orthographic drawings extended to the formal language of architecture and developed into formal plans, elevations, sections and details, linework, notation, dimensioning, material indication and sheet layout. Different types of drawings are incorporated as tools during the design process. Computer and hand skills are used as tools in the exploration of diagrammatic, other analytical drawings and model making. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH101 and ARCH110
Corequisite: ARCH150

This course is an approved AAS elective
Yes

ARCH 150 - Architecture Design Studio II (Digital)

General

Academic Level
Undergraduate

Course Title
Architecture Design Studio II (Digital)

Description
This Digital studio-making course transitions from abstract principles to architectural projects adding issues of function, space, surface and structure. The course is a continued emphasis on understanding and developing design process and historical precedent. Students will learn basic programmatic research; use of the program Autodesk Revit in the digital environment for fundamental techniques required to visualize three-dimensional spaces and objects as an integral part of the design process. Students will develop the ability to create computer generated design process drawings/models including perspective, plans, sections, isometrics and axonometrics as a means to solving design problems. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH101 and ARCH110

This course is an approved AAS elective
Yes

ARCH 155 - Architecture History II - 1870 to Present

General

Academic Level
Undergraduate

Course Title
Architecture History II - 1870 to Present

Description
This course covers the history and theory of the modern era. Methods of historical inquiry and comparative analysis are incorporated. Emphasis is placed on the modern movement, particularly recent movements in architecture and their impact on current thinking. Restricted to Architecture and Interior design majors. Core: SIT. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AAS elective
Yes

ARCH 200 - Architecture Internship

General

Academic Level
Undergraduate

Course Title
Architecture Internship

Description
Qualified students may choose the option of the Architecture Internship and apply their practical office experience to their education for credit. Students must be working under the direction of an employer with a professional degree in Architecture. Arrangements will be made through the Architecture Department.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:11

Prerequistes and Corequisites
Prerequisite: C or better in ARCH121 and ARCH150 and ARCH155

This course is an approved AAS elective
Yes

ARCH 204 - Design and Analysis of Structural Form

General

Academic Level
Undergraduate

Course Title
Design and Analysis of Structural Form

Description
This course focuses on the fundamental concepts of statics, forms and forces for a spectrum of architectural structures including a non- calculus approach in structural analysis incorporating both graphic representation and basic numeric investigation, with particular emphasis on the impact of structure on design and the study of structures through full scale model building. Offered fall semester only

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH121 and MATH145

This course is an approved AAS elective
Yes

ARCH 210 - Architecture Design Studio III

General

Academic Level
Undergraduate

Course Title
Architecture Design Studio III

Description
This course is the continued development of design vocabulary and design process with emphasis on further development of architectural projects considering program, site and context reinforced by historical precedent; use of materials and structure and their impact on design. Specific emphasis will be on conceptualization and the importance of the building 'parti'; traditional model making; appropriate use of both traditional graphic representation as well as the computer as a design tool during the design process. Students will complete written research papers on design problems and historical precedent as part of the exploration process. Offered fall semester only.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH121 and ARCH150 and ARCH155

This course is an approved AAS elective
Yes

ARCH 214 - Architecture Materials and Methods of Construction I

General

Academic Level
Undergraduate

Course Title
Architecture Materials and Methods of Construction I

Description
This is the first course in a two-term sequence of building technology with an emphasis on conceptual framework integrating construction into the design process. Students will learn the properties of materials used in construction, their appropriate use, and their impact on design. The course will cover methods of construction in wood, masonry, concrete, and steel. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH121

This course is an approved AAS elective
Yes

ARCH 215 - Advanced Digital Analysis

General

Academic Level
Undergraduate

Course Title
Advanced Digital Analysis

Description
Advanced computer design and analysis focuses on complex three-dimensional modeling using Autodesk Revit software. Students will be introduced to BIM (building information modeling) through constructing 3D models as a design and analytical tool. 3D models will be utilized to analyze structure, circulation, volume, enclosure, and zoning in both historical and current projects as a precursor to modeling studio projects. Offered Fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH150

This course is an approved AAS elective
Yes

ARCH 250 - Architecture Design Studio IV

General

Academic Level
Undergraduate

Course Title
Architecture Design Studio IV

Description
This is the fourth and last course in the series focusing on resolution of more complex architectural programs with the context of a community-wide environment using a broad study of a local rural community narrowing to a study of the main hub of activity, usually 'Main Street'. The course narrows further to an individual architectural problem important to the community and a project selected as subject of the semester examining site analysis and fundamental urban design issues. This includes class publication illustrating class involvement and understanding of community design issues. Specific emphasis on a physical presence in the community with student drawing and models available to citizen review and student interaction with members of the community. Offered spring semester only.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH210

This course is an approved AAS elective
Yes

ARCH 254 - Architecture Materials and Methods of Construction II

General

Academic Level
Undergraduate

Course Title
Architecture Materials and Methods of Construction II

Description
This is the second course in sequence with an emphasis on systems integration including: foundation/wall, wall/window, floor/wall, and wall/roof. The course covers the integration of building assemblies including structural, mechanical and electrical and their impact on design and the design process. Students will learn codes, standards, safety, accessibility, documentation and specifications. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH214

This course is an approved AAS elective
Yes

ARCH 265 - Digital Production Drawing

General

Academic Level
Undergraduate

Course Title
Digital Production Drawing

Description
This course focuses on the study of architectural working drawings. It is a basic overview of digital media as a basis for creating a complete set of construction documents from a schematic design. It covers the process of a working drawing development. Students will determine the required drawing necessary to express the schematic design to a constructed project. Students will continue their development of the required drawings focusing on standard drawing conventions and methods currently in practice. This is an introduction to rendering software, techniques, and digital presentation drawing delivery.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH101

This course is an approved AAS elective
Yes

ARCH 293 - Special Studies in Architecture

General

Academic Level
Undergraduate

Course Title
Special Studies in Architecture

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ARTA 100 - Art and Visual Thinking

General

Academic Level
Undergraduate

Course Title
Art and Visual Thinking

Description
Prepares students to use art as a visual language to communicate feelings and knowledge, to use art as a process for understanding one's self and others, to understand the value of imagery in the community, and to interpret the work of artists in a historical, cultural and personal context.. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AAS elective
Yes

ARTA 101 - Art History Survey

General

Academic Level
Undergraduate

Course Title
Art History Survey

Description
This course covers major trends and influences in western and world art from prehistoric to the present; emphasis on style and form. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 107 - Drawing I

General

Academic Level
Undergraduate

Course Title
Drawing I

Description
This course covers basic concepts, theories, media and techniques of drawing explored through still life, landscape, the figure, portraiture, and perspective studies. Emphasis will be on the development of observational drawing skills, composition, and an understanding of drawing as a primary form of visual communication and personal expression.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 110 - Principles of 3-D Design

General

Academic Level
Undergraduate

Course Title
Principles of 3-D Design

Description
This course introduces the theory and application of three-dimensional design with an emphasis on the elements of art and principles of organization as the foundation of successful visual problem solving and creativity. Projects cover a variety of media and techniques; technical, perceptual, and analytical skill development; and contemporary and historical art and design practices.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 111 - Principles of 2-D Design and Color

General

Academic Level
Undergraduate

Course Title
Principles of 2-D Design and Color

Description
This course provides an introduction to the theory and application of two-dimensional design for the creation of pictorial space. The formal elements of art and principles of organization will be covered in depth with a special focus on the nature and properties of color. Students will be guided through a series of projects using a variety of dry, wet, digital and mixed media. Development of technical, perceptual, and analytical skills will be emphasized along with an understanding of historical and contemporary art and design practice.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 124 - Drawing II

General

Academic Level
Undergraduate

Course Title
Drawing II

Description
This course builds on concepts, theories, media and techniques introduced in Drawing I; and continues exploration of still life, landscape, and perspective studies with additional focus on the figure and portraiture. Emphasis is on the continuing development of observational drawing skills, composition, and an understanding of drawing as a primary form of visual communication and personal expression.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.75

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA107 Drawing I

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 130 - Web Design I

General

Academic Level
Undergraduate

Course Title
Web Design I

Description
Web Design I is an introduction to website design and development with industry standard software and basic use of HTML (Hypertext Markup Language), CSS (Cascading Style Sheets), JavaScript, and image optimization. This course addresses best practices in current web design, web standards, and web publishing. Finally, students will discuss web design careers and freelance design opportunities.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 131 - Introduction to 3-D Computer Animation

General

Academic Level
Undergraduate

Course Title
Introduction to 3-D Computer Animation

Description
Introduction to 3-D Computer Animation is an exploration of a variety of current computer animation software and state of the art digital technology. The course introduces students to best practices of computer animation and visual effects; model building, rendering, lighting, key-frame animation and character animation.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 151 - Black and White Photography

General

Academic Level
Undergraduate

Course Title
Black and White Photography

Description
Introduction to 35mm camera work, black and white film and print processing; basic techniques of exposure, lighting and laboratory work; emphasis on technical/creative/aesthetic aspects of photography. Students must furnish their own manually adjustable 35mm cameras, bxw film and paper, matboard, and miscellaneous supplies. Formerly ARTA 251.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ARTA 158 - Painting I

General

Academic Level
Undergraduate

Course Title
Painting I

Description
This course covers basic concepts, theories, and techniques of painting, through the exploration of still life, portraiture, photographs, and mixed media experimentation. Emphasis is on the development of observational painting skills, composition, color mixing, and an understanding of painting as a primary form of visual communication and personal expression.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.75

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 161 - Ceramics

General

Academic Level
Undergraduate

Course Title
Ceramics

Description
A basic introduction to the clay medium: earth, water, and fire. The techniques of hand building (pinch, coil, slab) wheel thrown forms, and clay/glaze technology will be covered. An awareness of traditional and contemporary approaches to ceramics will be emphasized.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ARTA 162 - Sculpture

General

Academic Level
Undergraduate

Course Title
Sculpture

Description
This course provides a hands-on introduction to methods, techniques and aesthetics of sculpture. Students will be guided through a series of projects using a variety of traditional sculptural media such as wood, plaster, stone, metal, plastic, and new technologies with digital methods that aid in the creation of sculpture such as 3D printing, laser cutting/engraving, and CNC machining. Students will develop technical, perceptual, and analytical skills, which will be emphasized along with an understanding of historical and contemporary sculpture practices.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 164 - Printmaking

General

Academic Level
Undergraduate

Course Title
Printmaking

Description
This course is an introduction to the basic principles of printmaking and applies concepts of image making and editioning within the fine arts. Multiple techniques will be covered including collagraph, monoprint, linocut, drypoint, solarplate (relief, intaglio, protogravure), digital media, and non-adhesive book binding/folio creation. Foundation Design concepts, research methods and critiques will also be emphasized.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 170 - Computer Graphics

General

Academic Level
Undergraduate

Course Title
Computer Graphics

Description
Introduction to computer graphics and basic design principles. Utilizing photo and vector editing applications, students will learn the fundamentals of digital design, image editing/scanning and printing. Assignments, both in and outside of the classroom, will be contextually based, providing real world applications with each lesson.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 171 - Desktop Publishing

General

Academic Level
Undergraduate

Course Title
Desktop Publishing

Description
Desktop Publishing is an introductory course in the use of industry standard page layout software. Students will learn the basic concepts for print design utilizing text, images, and graphics.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ARTA 180 - Digital Design and Typography I

General

Academic Level
Undergraduate

Course Title
Digital Design and Typography I

Description
Designed to introduce students to the visual and conceptual issues of graphic design and typography. Assignments investigate typography as an element of design whose form and purpose is to convey information in a structured, legible and expressive manner. Students will work with a variety of software applications as they develop their understanding of letterform, graphic design, Gestalt principles, and typographic organization. This course is a combination of lecture, demonstration and hands-on experience.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 190 - Creative Designs

General

Academic Level
Undergraduate

Course Title
Creative Designs

Description
This course is designed to improve conceptual abilities as applied to design. Students will create innovative design projects, emphasizing best practices of the creative design process and visual problem solving. Focus will be on the use of creative thinking techniques and research typically involved with producing a workable design using an innovative approach.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 204 - Drawing III

General

Academic Level
Undergraduate

Course Title
Drawing III

Description
This course advances concepts, theories, media and techniques developed in Drawing II, while continuing to explore classic themes. Emphasis is on continuing development of core drawing and design skills, technique and content research, more advanced work with the figure, and the creative challenges to work inventively with various drawing media.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA124

This course is an approved AAS elective
Yes

ARTA 208 - Mobile Development

General

Academic Level
Undergraduate

Course Title
Mobile Development

Description
This course is a comprehensive overview of developing native mobile apps for a variety of platforms. The focus is on group work from students majoring in a variety of disciplines with the goal of creating real-world products that exemplify the strengths of Communication Design, Web Development and Computer Science students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: ARTA240

This course is an approved AAS elective
Yes

ARTA 210 - Package Design

General

Academic Level
Undergraduate

Course Title
Package Design

Description
This is an advanced course, exploring three-dimensional graphic design, processes, and techniques and branding theories. This course specifically defines and identifies visual communication for package structure and use of typography, color and images of three-dimensional prototypes. Students will be challenged with problem-solving techniques as applied in scale, material, form and function.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA281

This course is an approved AAS elective
Yes

ARTA 220 - Media Art

General

Academic Level
Undergraduate

Course Title
Media Art

Description
Combination of elements, approaches and techniques from fine art and applied art with cutting-edge digital technology; theory, methodology and professional practices covered through lectures, in-class hands-on practice and outside assignments; students approach projects conceptually, synthesizing original integrative solutions, which hopefully expand existing conventions; concepts include collaboration, iteration, metaphor, art as commodity, making vs. finding, perfection vs. perfectionism, and creativity and transcendence. Formerly ARTA 257

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.75

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA101 Art History Survey and ARTA170 Computer Graphics and has completed at least 9 additional credits of ARTA coursework

This course is an approved AAS elective
Yes

ARTA 226 - Painting II

General

Academic Level
Undergraduate

Course Title
Painting II

Description
Advanced problems in still life, the figure, self-portraiture, and abstraction building on foundation skills from Painting I; discussion and exploration of historical and contemporary approaches to painting to provide an informed basis for the development of personal style and direction. Offered on demand. Formerly ARTA 126.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.75

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA158 Painting I

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 230 - Motion Graphics I

General

Academic Level
Undergraduate

Course Title
Motion Graphics I

Description
This course will introduce critical concepts and hands-on skills in the current Motion Graphics industry. Students will discuss topics related to the motion graphics industry while using standard tools for motion design, video animation and compositing. Students will be equipped with the skills necessary for storyboarding, script writing, video editing, basic animations and practices used in video branding, and creating commercial promotional videos.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 231 - Motion Graphics II

General

Academic Level
Undergraduate

Course Title
Motion Graphics II

Description
This course will build on critical concepts and hands-on skills learned in Motion Graphics I. Students will discuss topics related to advanced motion graphics techniques while using standard tools for motion design, video animation and compositing. Students will be equipped with the skills necessary for storyboarding, visual effects, advanced animations, practices used in video branding, and creating commercial promotional videos.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA230

This course is an approved AAS elective
Yes

ARTA 232 - User Interface Design

General

Academic Level
Undergraduate

Course Title
User Interface Design

Description
User Interface Design is an advanced course in the theory and implementation of accessible human interfaces for web and mobile interfaces. Students will learn how to design adaptive user interfaces using industry-standard UI/UX (User Interface/User Experience) design tools. Students will learn how to solve a variety of user experience design problems through user research, interface design, interactive prototypes, and user testing.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA130

This course is an approved AAS elective
Yes

ARTA 236 - Interactive Design

General

Academic Level
Undergraduate

Course Title
Interactive Design

Description
This course presents a visual and creative approach to learning interactive design with the basic fundamentals of object-oriented programming. Students will learn the fundamentals of programming within a visual context, including how to develop strong conceptual skills required for creating interactive applications. Interactive design and programming is intended for both creative and technical oriented individuals. Formerly ARTA136.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 240 - Web Design II

General

Academic Level
Undergraduate

Course Title
Web Design II

Description
Web Design II is an advanced web design course focusing on responsive web design, web animation, accessibility, standards-based design, and advanced interactivity. Students will be exposed to theories of information architecture and adaptive mobile design, which aid in creating more accessible and dynamic websites with HTML (Hypertext Markup Language), CSS (Cascading Style Sheets), and JavaScript. Students will build on the skills presented in ARTA 130 Web Design I to create responsive web layouts that are accessible on both mobile and desktop web browsers.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA130

This course is an approved AAS elective
Yes

ARTA 253 - Guerrilla Marketing Media

General

Academic Level
Undergraduate

Course Title
Guerrilla Marketing Media

Description
This course will focus on developing unconventional and alternative methods of media for the video and photography industry. Students will focus on creating different types of promotional materials using guerrilla-style strategies in areas such as the environment, journalistic style, social media campaigns and commercial branding. Students will demonstrate the skills necessary to use different types of media equipment such as portable high-resolution cameras, aerial drones, action cameras, portable sliders, 360 devices, and various hand-held gimbals.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AAS elective
Yes

ARTA 260 - Individual Studio/Professional Practice

General

Academic Level
Undergraduate

Course Title
Individual Studio/Professional Practice

Description
An intensive studio experience for personal development and growth, that culminates in a final, semester-end exhibition. The critique will be the core process where aesthetic awareness and creative issues unfold. Students gain knowledge of professional practices through visits to galleries, museums, and artists' studios; and meeting artists, dealers, critics, and museum staff; researching and writing about these experiences.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
7

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:8:0

Prerequistes and Corequisites
Prerequisite or Corequisite: ARTA220 Media Art

Prerequisite: Three of the following: ARTA151 Black and White Photography or ARTA161 Ceramics or ARTA162 Sculpture or ARTA164 Printmaking or ARTA204 Drawing III or ARTA226 Painting II or ARTA282 Digital Photography

This course is an approved AAS elective
Yes

ARTA 261 - Advanced Ceramics

General

Academic Level
Undergraduate

Course Title
Advanced Ceramics

Description
This advanced exploration of the clay medium builds on the foundation skills acquired in ARTA 161 Ceramics. The relationship of technique to concept will be examined with an emphasis on craftsmanship. Wheel throwing, hand building, glazing, and firing techniques will be covered in greater depth. Coverage of contemporary issues in ceramics will help students develop a more informed aesthetic sensibility for the ceramic arts.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: ARTA161

This course is an approved AAS elective
Yes

ARTA 281 - Digital Design and Typography II

General

Academic Level
Undergraduate

Course Title
Digital Design and Typography II

Description
This course is designed to further develop and strengthen the skills and knowledge obtained in Digital Design & Typography I. Assignments are selected with the student's portfolio in mind and provide a variety of design challenges that will enhance students' competitive power for industry needs. Special emphasis will be placed on typographic detail, vocabulary, the design process, presentation, assemblage, and problem solving in a "real world" context. This course concludes with a hardcopy built portfolio. Formerly ARTA181.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA180

This course is an approved AAS elective
Yes

ARTA 282 - Digital Photography

General

Academic Level
Undergraduate

Course Title
Digital Photography

Description
This course is an introduction to digital photography using an Apple Macintosh computer and a variety of digital software and peripheral devices. The course presents an overview of best practices of digital photo capture (camera work), file organization, image manipulation, and storage and output devices.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Prerequisite: ARTA170

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ARTA 285 - Portfolio Workshop

General

Academic Level
Undergraduate

Course Title
Portfolio Workshop

Description
This course is the capstone course in Communication Design curriculum. This course will assist students in becoming professional members of the new digital media design market. Students will be revising, developing and assembling a portfolio in both hard-copy and digital formats. Guest speakers from various communication design fields will critique and evaluation students' portfolios during class time and at the final capstone portfolio-day presentation.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ARTA281

This course is an approved AAS elective
Yes

ASEP 100 - Automotive Fundamentals

General

Academic Level
Undergraduate

Course Title
Automotive Fundamentals

Description
This course is an overview of Automotive service practices and procedures, shop equipment, use of electronic service information, basic diagnosis and minor repairs, identification of components and component nomenclature.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ASEP 101 - General Motors Engines

General

Academic Level
Undergraduate

Course Title
General Motors Engines

Description
This course covers the operational principles of basic General Motors engine systems and overhaul of GM Automotive engines. Emphasis is on the proper use of precision measuring instruments and rebuilding tools, ability to locate and interpret engine specifications, engine diagnosis, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ASEP 103 - General Motors Brakes

General

Academic Level
Undergraduate

Course Title
General Motors Brakes

Description
This course covers the theory, principles of operation, and terminology of GM brake systems designs. The emphasis is on system inspection, accurate malfunction diagnosis, location and interpretation of specifications, proper use of special tools and machining equipment for disc/drum and standard/power systems, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ASEP 104 - General Motors Suspension and Alignment

General

Academic Level
Undergraduate

Course Title
General Motors Suspension and Alignment

Description
This course covers the theory, principles of operation, and terminology of GM suspension system designs. The emphasis is on system inspection and accurate malfunction diagnosis, parts replacement procedures, location and interpretation of specifications, measuring and adjustment of alignment angles, wheel balancing, correct use of special tools and equipment, and correct repair procedures on General Motors vehicles. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ASEP 105 - General Motors Electrical Systems

General

Academic Level
Undergraduate

Course Title
General Motors Electrical Systems

Description
This course covers electricity and magnetism, basic DC circuits used in General Motors electrical systems. The use of meters, wiring diagrams, Automotive wiring repair, location and interpretation of specifications, semiconductors, microprocessors and selected electronic devices used in General Motors automobiles is also covered in this course. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ASEP 121 - General Motors Air Conditioning and Heating Systems

General

Academic Level
Undergraduate

Course Title
General Motors Air Conditioning and Heating Systems

Description
This course covers operation, diagnosis, and servicing of General Motors air conditioning systems and components with emphasis on electronic climate control system troubleshooting and repair.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP105

This course is an approved AAS elective
Yes

ASEP 125 - Advanced General Motors Electronic Systems

General

Academic Level
Undergraduate

Course Title
Advanced General Motors Electronic Systems

Description
Theory, operation, diagnosis, and repair of General Motors starting, charging, ignition, computer control and electrical-electronic accessory systems to include electronic cruise control, body controls, driver information systems and entertainment systems. Prereq.- ASEP 105. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO105 or ASEP105 or AUTC105

This course is an approved AAS elective
Yes

ASEP 211 - General Motors Fuel and Emission Systems

General

Academic Level
Undergraduate

Course Title
General Motors Fuel and Emission Systems

Description
Theory, operation, and diagnosis of malfunctions of electronically controlled General Motors emission control systems; emphasis on location and interpretation of specifications, accurate diagnosis of malfunctions by proper use of test equipment, and correct repair procedures. Prereq.- ASEP 125 and 175.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP125 and AUTO175

This course is an approved AAS elective
Yes

ASEP 221 - Advanced General Motors Engine Performance

General

Academic Level
Undergraduate

Course Title
Advanced General Motors Engine Performance

Description
Diagnosis, adjustment, and repair of the systems which affect Automotive performance; emphasis on synthesizing skills learned in electronic systems, fuel and emission control systems courses, accurate use of diagnostic equipment, proper tune-up procedures, use of specifications, and interpretation of test results to enable the rapid isolation of malfunctions of a particular system or combination of systems in GM automobiles. Prereq. - AUTO 105, 125 and 175. Pre- or coreq.- AUTO 211. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP105 and AUTO/AUTC/ASEP125 and AUTO175

Pre- or corequisite: AUTO/AUTC/ASEP211

This course is an approved AAS elective
Yes

ASEP 224 - Advanced General Motors Automotive Studies

General

Academic Level
Undergraduate

Course Title
Advanced General Motors Automotive Studies

Description
Topics related to recent developments or advanced systems currently in production on GM vehicles. Prereq. - AUTO 101, 103, 104, 105, 121, 125 and 175. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP101 and AUTO/AUTC/ASEP103 and AUTO/AUTC/ASEP104 and AUTO/AUTC/ASEP105 and AUTO/AUTC/ASEP121 and AUTO/AUTC/ASEP125 and AUTO175

This course is an approved AAS elective
Yes

ASEP 225 - General Motors Mechanical Drive Train System

General

Academic Level
Undergraduate

Course Title
General Motors Mechanical Drive Train System

Description
This course covers principles of operation, diagnosis, and repair of clutches, manual transmissions and transaxles, drive lines, differentials, and front wheel drive units used in GM vehicles with emphasis on understanding the principles of torque multiplication and speed reduction through the use of gearing, location and interpretation of specifications, and correct troubleshooting and repair procedure. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP125

This course is an approved AAS elective
Yes

ASEP 226 - General Motors Automatic Transmission System

General

Academic Level
Undergraduate

Course Title
General Motors Automatic Transmission System

Description
Theory of operation, diagnosis, maintenance, and overhaul procedures of automatic transmissions and transaxles used in GM vehicles; major emphasis on hydraulic systems and electronic controls. Prereq.- AUTO 125 and 175. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: AUTO/AUTC/ASEP125 and AUTO175

This course is an approved AAS elective
Yes

AUTC 100 - Automotive Fundamentals

General

Academic Level
Undergraduate

Course Title
Automotive Fundamentals

Description
This course is an overview of Automotive service practices and procedures, shop equipment, use of electronic service information, basic diagnosis and minor repairs, identification of components and component nomenclature.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTC 101 - Chrysler Engines

General

Academic Level
Undergraduate

Course Title
Chrysler Engines

Description
This course covers the operational principles of basic Chrysler engine systems and overhaul of Chrysler automotive engines. Emphasis is on the proper use of precision measuring instruments and rebuilding tools, ability to locate and interpret engine specifications, engine diagnosis, and correct repair procedures. Pre/Co-req: AUTO/ASEP/AUTOC 100. Additional course fees: $10.00. Offered fall semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTC 103 - Chrysler Brakes

General

Academic Level
Undergraduate

Course Title
Chrysler Brakes

Description
This course covers the theory, principles of operation, and terminology of Chrysler brake systems designs. The emphasis is on system inspection, accurate malfunction diagnosis, location and interpretation of specifications, proper use of special tools and machining equipment for disc/drum and standard/power systems, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTC 104 - Chrysler Suspension and Alignment

General

Academic Level
Undergraduate

Course Title
Chrysler Suspension and Alignment

Description
This course covers the theory, principles of operation, and terminology of Chrysler suspension system designs. The emphasis is on system inspection and accurate malfunction diagnosis, parts replacement procedures, location and interpretation of specifications, measuring and adjustment of alignment angles, wheel balancing, correct use of special tools and equipment, and correct repair procedures on Chrysler vehicles.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTC 105 - Chrysler Electrical Systems

General

Academic Level
Undergraduate

Course Title
Chrysler Electrical Systems

Description
This course covers electricity and magnetism, basic DC circuits used in Chrysler Automotive electrical systems. The use of meters, wiring diagrams, Automotive wiring repair, location and interpretation of specifications, semiconductors, microprocessors and selected electronic devices used in Chrysler automobiles is also covered in this course. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTC 121 - Chrysler Air Conditioning and Heat Systems

General

Academic Level
Undergraduate

Course Title
Chrysler Air Conditioning and Heat Systems

Description
Operation, diagnosing, and servicing of Chrysler air conditioning systems and components; emphasis on electronic climate control system troubleshooting and repair. Prereq.- AUTO/ASEP/AUTC 105. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC105

This course is an approved AAS elective
Yes

AUTC 125 - Advanced Chrysler Electronic System

General

Academic Level
Undergraduate

Course Title
Advanced Chrysler Electronic System

Description
This course covers the theory, operation, diagnosis and repair of Chrysler starting, charging, ignition, computer control, and electrical-electronic accessory systems to include electronic cruise control, body controls, driver information systems, and entertainment systems. Prereq.- AUTC 105. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC105

This course is an approved AAS elective
Yes

AUTC 211 - Chrysler Fuel and Emission Systems

General

Academic Level
Undergraduate

Course Title
Chrysler Fuel and Emission Systems

Description
Theory, operation, and diagnosis of malfunctions of electronically controlled Chrysler emission control systems; emphasis on location and interpretation of specifications, accurate diagnosis of malfunctions by proper use of test equipment, and correct repair procedures. Prereq.- AUTC 125 and AUTO 175. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC125 and AUTO175

This course is an approved AAS elective
Yes

AUTC 221 - Advanced Chrysler Engine Performance

General

Academic Level
Undergraduate

Course Title
Advanced Chrysler Engine Performance

Description
Diagnosis, adjustment, and repair of the systems which affect Automotive performance; emphasis on synthesizing skills learned in electronic system, fuel and emission control systems courses, accurate use of diagnostic equipment, proper tune-up procedures, use of specification and interpretation of test results to enable the rapid isolation of malfunctions of a particular system or combination of systems in DaimlerChrysler automobiles. Prereq. - AUTO 105, 125, and 175; Pre- or coreq.- AUTO 221. Additional course fees: $10.00. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC105 and AUTO/ASEP/AUTC125 and AUTO175

Pre- or corequisite: AUTO/ASEP/AUTC211

This course is an approved AAS elective
Yes

AUTC 224 - Advanced Chrysler Automotive Studies

General

Academic Level
Undergraduate

Course Title
Advanced Chrysler Automotive Studies

Description
Topics related to recent developments or advanced systems currently in production on DaimlerChrysler vehicles. Prereq. - AUTO 101, 103, 104, 105, 121, 125 and 175. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC101 and AUTO/ASEP/AUTC103 and AUTO/ASEP/AUTC104 and AUTO/ASEP/AUTC105 and AUTO/ASEP/AUTC121 and AUTO/ASEP/AUTC125 and AUTO175

This course is an approved AAS elective
Yes

AUTC 225 - Chrysler Mechanical Drive Train Systems

General

Academic Level
Undergraduate

Course Title
Chrysler Mechanical Drive Train Systems

Description
Principles of operation, diagnosis, and repair of clutches, manual transmissions and transaxles, drive lines, differentials, and front wheel drive lines, differentials, and front wheel drive units used in DaimlerChrysler products; emphasis on understanding the principles of torque multiplication and speed reduction through the use of gearing, location, and interpretation of specifications, and correct troubleshooting and repair procedures. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC125

This course is an approved AAS elective
Yes

AUTC 226 - Chrysler Automatc Transmissn Systems

General

Academic Level
Undergraduate

Course Title
Chrysler Automatc Transmissn Systems

Description
Theory of operation, diagnosis, maintenance, and overhaul procedures of automatic transmissions and transaxles used in DaimlerChrysler products; major emphasis on the hydraulic system and electronic controls used. Prereq.- AUTO 125 and 175. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: AUTO/ASEP/AUTC125 and AUTO175

This course is an approved AAS elective
Yes

AUTO 100 - Automotive Fundamentals

General

Academic Level
Undergraduate

Course Title
Automotive Fundamentals

Description
This course is an overview of Automotive service practices and procedures, shop equipment, use of electronic service information, basic diagnosis and minor repairs, identification of components and component nomenclature.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 101 - Automotive Engines

General

Academic Level
Undergraduate

Course Title
Automotive Engines

Description
This course covers the operational principles of basic engine systems and overhaul of Automotive engines. Emphasis is on the proper use of precision measuring instruments and rebuilding tools, ability to locate and interpret engine specifications, engine diagnosis, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 103 - Automotive Brakes

General

Academic Level
Undergraduate

Course Title
Automotive Brakes

Description
This course covers the theory, principles of operation, and terminology of brake systems designs. The emphasis is on system inspection, accurate malfunction diagnosis, location and interpretation of specifications, proper use of special tools and machining equipment for disc/drum and standard/power systems, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 104 - Automotive Suspension and Alignment

General

Academic Level
Undergraduate

Course Title
Automotive Suspension and Alignment

Description
This course covers the theory, principles of operation, and terminology of suspension system designs. The emphasis is on system inspection and accurate malfunction diagnosis, parts replacement procedures, location and interpretation of specifications, measuring and adjustment of alignment angles, wheel balancing, correct use of special tools and equipment, and correct repair procedures. Pre- or coreq. - AUTO/ASEP/AUTC100. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 105 - Automotive Electrical Systems

General

Academic Level
Undergraduate

Course Title
Automotive Electrical Systems

Description
This course covers electricity and magnetism, basic DC circuits used in Automotive electrical systems. The use of meters, wiring diagrams, Automotive wiring repair, location and interpretation of specifications, semiconductors, microprocessors and selected electronic devices used in automobiles is also covered in this course. Pre- or coreq.- AUTO/ASEP/AUTC100. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 106 - PA Safety Inspection Certificate

General

Academic Level
Undergraduate

Course Title
PA Safety Inspection Certificate

Description
A 12 hour Pennsylvania Bureau of Motor Vehicles program designed to lead to certification by the state as an official inspection mechanic. Successful completion of the course and meeting all state requirements will lead to becoming a state licensed safety inspection mechanic. This course is graded Pass/Fail. Coreq.- AUTO/ASEP/AUTC 103 and 104. Offered fall semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Corequisite: ASEP/AUTC/AUTO103 and ASEP/AUTC/AUTO104

This course is an approved AAS elective
Yes

AUTO 110 - Introduction to Hybrid and Electric Vehicles

General

Academic Level
Undergraduate

Course Title
Introduction to Hybrid and Electric Vehicles

Description
This is an introductory course to hybrid and electric vehicles. Vehicle features, operating modes, and major hybrid/electric components will be covered. Correct safety practices will be emphasized. Hybrid and electric vehicle maintenance and general service procedures will be covered. Restricted to Auto students only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO105

This course is an approved AAS elective
Yes

AUTO 121 - Automotive Air Conditioning and Heating Systems

General

Academic Level
Undergraduate

Course Title
Automotive Air Conditioning and Heating Systems

Description
This course covers operation, diagnosis, and servicing of auto air conditioning systems and components with emphasis on electronic climate control system troubleshooting and repair. Prereq.- AUTO/ASEP/AUTC 105. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO105

This course is an approved AAS elective
Yes

AUTO 125 - Advanced Automotive Electronic Systems

General

Academic Level
Undergraduate

Course Title
Advanced Automotive Electronic Systems

Description
This course covers the theory, operation, diagnosis and repair of starting, charging, ignition, computer control, and electrical-electronic accessory systems to include electronic cruise control, body controls, driver information systems, and entertainment systems. Prereq. - AUTO 105. Additional course fees: $10.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO105

This course is an approved AAS elective
Yes

AUTO 130 - Automotive Service Advising

General

Academic Level
Undergraduate

Course Title
Automotive Service Advising

Description
This course is designed to prepare students for the role as a service advisor in an automotive repair facility. Emphasis will be on managing workload, interacting with the customers and technicians, writing repair orders, basic knowledge and skills of professional selling and practicing ethical sales practices. Methods of maintaining or increasing customer satisfaction index (CSI will be emphasized). Additional Course Fees: $10.00

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

AUTO 145 - Winter Practicum I

General

Academic Level
Undergraduate

Course Title
Winter Practicum I

Description
In this course, students will gain work experience in tasks consistent with the course work of the preceding semester at a sponsoring dealership, approved Automotive service facility or the advanced technology lab on campus with a minimum of 210 contact hours. Pre- or coreq. - AUTO 103, 104 and 105.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:20

Prerequistes and Corequisites
Pre- or co-requisite: ASEP/AUTC/AUTO103 and ASEP/AUTC/AUTO104 and ASEP/AUTC/AUTO105

This course is an approved AAS elective
Yes

AUTO 175 - Summer Practicum

General

Academic Level
Undergraduate

Course Title
Summer Practicum

Description
In this course, students will gain work experience in tasks consistent with the course work of the preceding semester at a sponsoring dealership, approved Automotive service facility or the advanced technology lab on campus with a minimum of 390 contact hours. Pre- or coreq. - AUTO/ASEP/AUTC103, AUTO/ASEP/AUTC104, AUTO/ASEP/AUTC121, and AUTO/ASEP/AUTC125.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:32

Prerequistes and Corequisites
Pre- or co-requisite: ASEP/AUTC/AUTO103 and ASEP/AUTC/AUTO104 and ASEP/AUTC/AUTO121 and ASEP/AUTC/AUTO125

This course is an approved AAS elective
Yes

AUTO 203G - Automotive Shop Management Practices

General

Academic Level
Undergraduate

Course Title
Automotive Shop Management Practices

Description
This course covers the principles of operation for today's Automotive repair center to include staffing, customer relations, personnel management, schedule of work and workers, parts inventory control procedures, job costs, supervisor roles in cost control, business law with special applications to the Automotive repair field, marketing, and advertising the Automotive repair services. Writing intensive. Prereq. - ENGL 101. Core: WI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: AUTO175 and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

AUTO 211 - Automotive Fuel and Emission Systems

General

Academic Level
Undergraduate

Course Title
Automotive Fuel and Emission Systems

Description
This course covers the theory, operation, and diagnosis of malfunctions of electronically controlled emission systems with emphasis on location and interpretation of specifications and accurate diagnosis of malfunctions by the proper use of test equipment and correct repair procedures. Prereq.-AUTO 125 and 175. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO125 and AUTO175

This course is an approved AAS elective
Yes

AUTO 221 - Advanced Engine Performance

General

Academic Level
Undergraduate

Course Title
Advanced Engine Performance

Description
Diagnosis, adjustment, and repair of the systems which affect engine performance; emphasis on synthesizing skills learned in electronic systems, fuel and emission control systems courses, accurate use of diagnostic equipment, proper tune-up procedures, use of specifications and interpretation of test results to enable the rapid isolation of malfunctions of a particular system or combination of systems in the automobile. Prereq. - AUTO 105, 125 and 175; Pre- or coreq.- AUTO 211. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO105 and ASEP/AUTC/AUTO125 and AUTO175

Pre- or corequisite: ASEP/AUTC/AUTO211

This course is an approved AAS elective
Yes

AUTO 224 - Advanced Automotive Studies

General

Academic Level
Undergraduate

Course Title
Advanced Automotive Studies

Description
Topics related to recent developments or advanced systems currently in production on GM/DaimlerChrysler vehicles. Prereq. - AUTO 101, 103, 104, 105, 121, 125 and 175. Additional course fees: $10.00. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO101 and ASEP/AUTC/AUTO103 and ASEP/AUTC/AUTO104 and ASEP/AUTC/AUTO105 and ASEP/AUTC/AUTO121 and ASEP/AUTC/AUTO125 and AUTO175

This course is an approved AAS elective
Yes

AUTO 225 - Mechanical Drive Train Systems

General

Academic Level
Undergraduate

Course Title
Mechanical Drive Train Systems

Description
This course covers principles of operation, diagnosis, and repair of clutches, manual transmissions, drivelines, differentials, and front wheel drive units with emphasis on understanding the principles of torque multiplication and speed reductions through the use of gearing, location and interpretation of specifications and correct troubleshooting procedures. Prereq.- AUTO 125 and 175. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO125 and AUTO175

This course is an approved AAS elective
Yes

AUTO 226 - Automatic Transmission Systems

General

Academic Level
Undergraduate

Course Title
Automatic Transmission Systems

Description
Theory of operation, diagnosis, maintenance, and overhaul procedures of the automatic transmission with a major emphasis on hydraulic systems and electronic controls used on automatic transmissions. Prereq.- AUTO 125 and 175. Additional course fees: $10.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO125 and AUTO175

This course is an approved AAS elective
Yes

AUTO 230 - Hybrid and Electric Vehicles

General

Academic Level
Undergraduate

Course Title
Hybrid and Electric Vehicles

Description
This course covers hybrid and electric vehicles. Vehicle features, operating modes, and major hybrid/electric components will be covered. Correct safety practices will be emphasized. Hybrid and Electric vehicle maintenance and general service procedures will be covered. In addition, diagnosis and repair of hybrid and electric vehicles will be covered.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO105 and ASEP/AUTC/AUTO125

This course is an approved AAS elective
Yes

AUTO 245 - Winter Practicum II

General

Academic Level
Undergraduate

Course Title
Winter Practicum II

Description
Work experience at a sponsoring dealership or approved automotive service facility; tasks consistent with the course work of the preceding semester. Prereq. - AUTO 125, 211, and AUTO/ASEP/AUTC 221.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:20

Prerequistes and Corequisites
Prerequisite: ASEP/AUTC/AUTO125 and ASEP/AUTC/AUTO211 and ASEP/AUTC/AUTO221

This course is an approved AAS elective
Yes

BAKE 101 - Baking and Pastry Fundamentals

General

Academic Level
Undergraduate

Course Title
Baking and Pastry Fundamentals

Description
In this course, students will learn the basics of professional bakeshop work: mise en place, common baking terminology, baking math (measuring and converting recipes), product and tool identification, and safety and sanitation. This course also prepares the student to take the ServSafe Managers Certification exam while enrolled in the course. In addition, this course also provides an overview of the baking and pastry industry including career development opportunities, trade organizations along with career options, goal setting and requirements for success in the industry. Included in the course will be the history of the foodservice industry, and current nutritional trends. Restricted to Baking & Pastry Students. Students are required to have a baking kit and professional chef's uniform according to departmental policy

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

BAKE 110 - Introduction to Baking and Pastry

General

Academic Level
Undergraduate

Course Title
Introduction to Baking and Pastry

Description
This course introduces students to the fundamentals of baking and pastry and provides students an overview of the field, its career opportunities, and requirements for success. Students will learn about common terms, techniques, professional equipment, and time management of the modern kitchen and bakery. Students will apply kitchen math essentials such as measuring, costing, and use of fractions in food service by increasing or decreasing standardized recipe amounts for quantities required. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a program kit and professional chef's uniform according to departmental policy. Restricted to Baking & Pastry Students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE101 Baking and Pastry Fundamentals and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 125 - Introduction to Culinary Arts

General

Academic Level
Undergraduate

Course Title
Introduction to Culinary Arts

Description
This course presents the basic principles of food preparation for the foodservice industry through lecture and hands on production. This class is a foundation course and topics covered include mise en place, knife skills, knife cuts and cooking techniques. In addition, students will practice reading and writing recipe cards, food and kitchen safety and sanitation. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a program kit and professional chef's uniform according to departmental policy.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE110 Intro to Baking and Pastry and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 135 - Artisan Breads and Rolls

General

Academic Level
Undergraduate

Course Title
Artisan Breads and Rolls

Description
This course provides an introduction to the skills and techniques of bread production. Products covered include yeast breads, rolls, international breads and viennoiserie. Properties and characteristics of ingredients, the baker's percentage system and scaling methods are covered as well as proper mixing techniques and controlled fermentation. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a baking kit and professional chef's uniform according to departmental policy. Restricted to Baking & Pastry Students

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE125 Introduction to Culinary Arts and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 150 - Advanced Baking and Pastry Techniques

General

Academic Level
Undergraduate

Course Title
Advanced Baking and Pastry Techniques

Description
This course provides an introduction to advanced baking & pastry techniques and builds upon basic baking techniques learned in Intro to Baking & Pastry. Topics covered include a variety of intermediate sweet and savory products, pastries, petit fours, cakes, cookies, chocolate tempering and basic chocolate decorations. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a baking kit and professional chef's uniform according to departmental policy. Restricted to Baking & Pastry Students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE135 Artisan Breads and Rolls and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 155 - Classic Cakes and Tortes

General

Academic Level
Undergraduate

Course Title
Classic Cakes and Tortes

Description
This course provides an introduction to the skills and techniques of cake, torte and filling production. Products covered include various types of sponge cake, mousse, fruit fillings, and icings. Properties and characteristics of ingredients, the baker's percentage system and scaling methods are covered as well as proper mixing techniques. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a professional chef's uniform to participate in class according to departmental uniform policies.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE150 Advanced Baking and Pastry Techniques and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 160 - Cookies and Petite Desserts

General

Academic Level
Undergraduate

Course Title
Cookies and Petite Desserts

Description
This course will focus on the methods and techniques of creating both basic and advanced cookies and bars as well as petit fours. Skills in cookie shaping, decorating and finishing techniques will be developed along with speed and consistency. Petit Four skills will include the use of poured fondant, poured chocolate, piping, and decoration. Various petite desserts and miniature desserts, including mini cakes and tarts will be discussed, prepared and garnished. Presentation and retail applications will also be emphasized. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a baking kit and a professional chef's uniform to participate in class according to departmental uniform policies. Restricted to Baking and Pastry students

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE155 Classic Cakes and Tortes and ServSafe Manager Certificate

This course is an approved AAS elective
Yes

BAKE 265 - Plated Desserts

General

Academic Level
Undergraduate

Course Title
Plated Desserts

Description
Students will develop the ability to combine tastes, textures, and shapes to produce classical and modern plated desserts. Students will gain knowledge of techniques and equipment needed to produce desserts, sauces, and garnishes, and to use these components to create composed plated desserts that are both delicious and visually striking. Emphasis on station organization, timing, food safety and sanitation, and service coordination for dessert production. Sanitary practices and compliance with laws and ordinances of the Department of Agriculture are enforced. Students are required to have a baking kit and a professional chef's uniform to participate in class according to departmental uniform policies. Restricted to Baking and Pastry students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: BAKE160 Cookies and Petite Desserts and ServSafe Manager Certification

This course is an approved AAS elective
Yes

BIOS 104 - Field Ecology

General

Academic Level
Undergraduate

Course Title
Field Ecology

Description
This course provides a survey of the principles and techniques of ecology. Class work stresses the theories behind the field work, including the structure of the physical and biotic components of the environment, conservation and preservation of wildlife and natural resources, biogeography and classification. Laboratory work is centered around field experiences. This course is designed for students not intending to major in science. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 105 - Contemporary Biology

General

Academic Level
Undergraduate

Course Title
Contemporary Biology

Description
This course is designed for students not intending to major in science or the allied health fields. It focuses on the development of awareness of the impact of biology on individuals and the environment and the understanding of the process of science, ecology, cells, genetics, selected human systems and evolution. Not more than one of the BIOS 103, 105, 107 or 115 may count for credit towards the same degree. Approved for the Honors Program. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

BIOS 105G - Contemporary Biology

General

Academic Level
Undergraduate

Course Title
Contemporary Biology

Description
This course is designed for students not intending to major in science or the allied health fields. It focuses on the development of awareness of the impact of biology on individuals and the environment and the understanding of the process of science, ecology, cells, genetics, selected human systems and evolution. Not more than one of the BIOS 103, 105, 107 or 115 may count for credit towards the same degree. Writing intensive. Prereq. - ENGL 101. Core: SCI, WI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 107 - Introduction to Biology I

General

Academic Level
Undergraduate

Course Title
Introduction to Biology I

Description
This course is designed for science majors. Utilizing an evolutionary approach, the molecular basis of life will be studied, including such topics as the scientific method, chemistry, cell structure and function, cellular respiration, photosynthesis, mitosis, meiosis, genetics, and evolution. Not more than one of BIOS 105, 107, or 115 may count for credit toward the same degree. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 110 - In Your Genes

General

Academic Level
Undergraduate

Course Title
In Your Genes

Description
This course is designed for students with an interest in modern genetics and the Human Genome Project, and will develop an awareness of the impact of genetics on individuals, society, and the environment. The courseÆs goal is to empower students to make informed decisions about ethical dilemmas in genetics that society will face in the next generation. This course is not intended for Biological Science or Allied Health majors. Core: SCI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 115 - Essentials of Biology

General

Academic Level
Undergraduate

Course Title
Essentials of Biology

Description
This course is designed to build skills necessary to prepare students for higher level courses in the allied health fields, particularly anatomy and physiology I and human biology. Topics covered include biochemistry, cell structure and function, cell metabolism, cell division, molecular biology and human genetics. This course is not intended for biology majors. Not more than one of BIOS105, BIOS107, or BIOS115 may count for credit towards the same degree. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 126 - Environmental Science

General

Academic Level
Undergraduate

Course Title
Environmental Science

Description
This course introduces students to the study of human impact on the environment and the fundamental principles of ecology. The effects of pollution and human disruption on the natural systems of the Earth will be studied, including water, air, and habitat destruction. Municipal solid waste issues, hazardous materials, alternative energy, and public policy (Federal, State, and Local levels) are also addressed. While there are some lab experiments carried out in the lab, laboratory work will center around field experience. This course is designed for students not intending to major in science. Core: SCI and D. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 130 - Basics of Human Anatomy and Physiology

General

Academic Level
Undergraduate

Course Title
Basics of Human Anatomy and Physiology

Description
This course is designed to introduce students to the basics of the structure and function of the human body, of the inter-relation of the body systems and an understanding of homeostasis and its role in disease. This course is not intended for Allied Health majors or science majors. BIOS 130 will count as SCI for Healthcare Office AAS students only. Only one of BIOS 130 or BIOS 160 or BIOS 204 can be used for credit in the same program. Restricted to Social Work Degree, Healthcare Office Coordinator Degree, Health Care Billing and Coding Specialized Diploma, Health Care Office Specialist Certificate, and Medical Assistant Special Diploma majors only. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 150 - Biology II

General

Academic Level
Undergraduate

Course Title
Biology II

Description
Using an evolutionary framework, this course is a survey of the major taxonomic divisions and hierarchical organization of living systems on the planet. This course emphasizes eukaryotic organisms as it illustrates the similarities and differences in living forms through descriptions of their anatomy, physiology, ecology, reproduction, and development. CORE: SCI

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: BIOS107

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 160 - Human Biology

General

Academic Level
Undergraduate

Course Title
Human Biology

Description
This course is designed to introduce students to the structure and function of the human body. The course begins with a review of biochemistry and cell structure. It then uses a systems approach to examine the parts and workings of the skeletal, muscular, nervous, digestive, endocrine, immune, cardiovascular, urinary and reproductive systems. Not more than one of BIOS130, BIOS160, or BIOS204 may count for credit towards the same degree. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: High school Biology or BIOS105 or BIOS107 or BIOS115

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 180 - Introduction to Forensic Science

General

Academic Level
Undergraduate

Course Title
Introduction to Forensic Science

Description
This course provides an introduction to the field of forensic science as applied to criminal investigations and the law. This course will employ a data-driven approach to solving simulated criminal cases using a variety of scientific methods to examine physical evidence. Evidence-based lab experiments include examinations of soil samples, hair fiber, blood patterns, fingerprints, and ballistics and will be conducted to build a logical case in a criminal investigation. The laboratory will culminate in a final project employing a number of these methods. Limitations and abilities of experimental techniques will also be examined throughout the course. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 202 - Microbiology for Allied Health

General

Academic Level
Undergraduate

Course Title
Microbiology for Allied Health

Description
This course will provide students with a foundation in the principles of morphology and physiology as they apply to microbes. The control of bacteria and other microorganisms will be discussed. This course will also look into the medical and economic importance of microorganisms and the role of pathogens. The laboratory portion of the course will focus on aseptic techniques, biochemical analysis off bacteria, the isolation, identification and enumeration of bacteria. This course is oriented toward students who are interested in the Allied Health field. This course is not intended for the biology major. BIOS 202 and 240 may not both be used for credit. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in BIOS 107 or BIOS 160 or BIOS 204 or VETC 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 204 - Human Anatomy and Physiology I

General

Academic Level
Undergraduate

Course Title
Human Anatomy and Physiology I

Description
This course is a thorough introduction to the structure and function of the human body. The course will include a survey of biochemistry, cell biology, histology, and the anatomy and physiology of the integumentary, skeletal, muscular and nervous systems of the body. Not more than one of BIOS 130, 160 or 204 may count for credit toward the same degree. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: One year of high school biology or BIOS107 or BIOS115

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 206 - General Ecology

General

Academic Level
Undergraduate

Course Title
General Ecology

Description
The study of interrelationships between organisms and their environment. Topics include physical factors, adaptation of species, energy flow, nutrient cycling, biogeography, population dynamics, community structure and function, ecosystems analysis, ecological management applications, and the effects of human impact. Most lab work is conducted in the field. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:3:0

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 210 - Environmental Biology

General

Academic Level
Undergraduate

Course Title
Environmental Biology

Description
Utilizing an ecosystem approach, this course provides a survey of the broad topics of ecology and the environmental sciences. This approach gives an integrative study of the interactions of living systems with the physical world. Particular emphasis will be placed on conservation at the local level (Pocono Mountain and Lehigh Valley) and how these issues relate to global concerns. Topics include aquatic as well as terrestrial ecosystems, pollution, and the distinction between conservation and preservation. Core: D.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: BIOS107

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 220 - Field Zoology

General

Academic Level
Undergraduate

Course Title
Field Zoology

Description
This course provides an overview of animal groups, emphasizing the vertebrate fauna of eastern Pennsylvania. The lecture portion of the course will cover concepts in animal morphological and behavioral adaptations, ecological relationships, evolutionary history, and conservation. Laboratory sessions will include a number of field trips to local sites of interest and will focus on species identification and animal survey methods. Prereq.- BIOS 150.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 230 - Field Botany

General

Academic Level
Undergraduate

Course Title
Field Botany

Description
This course provides an overview of plant groups, emphasizing the terrestrial flora of eastern Pennsylvania. The lecture portion of the course will cover concepts in plant morph morphology and adaptations, ecological relationships, evolutionary history, and conservation. Laboratory sessions will include a number of field trips to local sites of interest and will focus on species identification and animal survey methods.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 240 - Microbiology

General

Academic Level
Undergraduate

Course Title
Microbiology

Description
This course will provide and introduction into the field of microbiology and will include discussions of prokaryotic, eukaryotic and acellular microbes. It will cover the characteristics, growth and metabolism of the microbes, as well as how microbes interact with other organisms and their environment. The lab component emphasizes aseptic techniques and methods of isolation, enumeration, staining, and biochemical characterization. It is intended to fulfill one of the biology elective requirements for biology majors during their sophomore semester. BIOS240 and BIOS202 may not both be used for credit towards the same degree.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BIOS150 and CHEM120

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 254 - Human Anatomy and Physiology II

General

Academic Level
Undergraduate

Course Title
Human Anatomy and Physiology II

Description
This course is designed as a continuation of BIOS 204 and will cover the following systems: circulatory, lymphatic, endocrine, respiratory, digestive, urinary, and reproductive systems. Additional topics will include water, electrolyte and acid/base balance and nutrition, metabolism and energy balance. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in BIOS204

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 260 - Genetics

General

Academic Level
Undergraduate

Course Title
Genetics

Description
This course provides an introduction to the fundamentals of genetics. Topics of investigation include principles of Mendelian genetics, chromosomal theory, DNA structure, gene structure and expression, and population genetics. Lab investigations will utilize traditional as well as novel methods of genetic analysis including the extraction and manipulation of DNA, gel electrophoresis, and polymerase chain reactions (PCR). Prereq.- BIOS 150, CHEM 220.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: BIOS150 and CHEM220

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BIOS 281 - Research in Biology

General

Academic Level
Undergraduate

Course Title
Research in Biology

Description
An independent, experimental investigation of an area of biology selected by the students in consultation with and under the guidance of a biology faculty member; both library and laboratory research is required. Offered on demand with the approval of the science cluster. Prereq. - gpa of 2.5 or higher in at least 8 credits of biology and 4 credits of chemistry plus permission of the science cluster. Repeatable; may be taken 3 times with a limit of 9 credits total from any combination of BIOS 281/282/283.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
3

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

BIOS 282 - Research in Biology

General

Academic Level
Undergraduate

Course Title
Research in Biology

Description
An independent, experimental investigation of an area of biology selected by the students in consultation with and under the guidance of a biology faculty member; both library and laboratory research is required. Offered on demand with the approval of the science cluster. Prereq. - gpa of 2.5 or higher in at least 8 credits of biology and 4 credits of chemistry plus permission of the science cluster. Repeatable; may be taken 3 times with a limit of 9 credits total from any combination of BIOS 281/282/283.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
6

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

BIOS 283 - Research in Biology

General

Academic Level
Undergraduate

Course Title
Research in Biology

Description
An independent, experimental investigation of an area of biology selected by the students in consultation with and under the guidance of a biology faculty member; both library and laboratory research is required. Offered on demand with the approval of the science cluster. Prereq. - gpa of 2.5 or higher in at least 8 credits of biology and 4 credits of chemistry plus permission of the science cluster. Repeatable; may be taken 3 times with a limit of 9 credits total from any combination of BIOS 281/282/283.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
9

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

BUSA 101 - Introduction to Business

General

Academic Level
Undergraduate

Course Title
Introduction to Business

Description
This course consists of an overview of the fundamentals of business beginning with forming the business and including an examination of the basic business functions such as management, marketing, production/operations, accounting and finance. Students will be able to explore the different career options in each function. Contemporary business problems and the changing economic and social environment and their effect on business decisions are also discussed. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 115 - Introduction to International Business

General

Academic Level
Undergraduate

Course Title
Introduction to International Business

Description
This is an introduction course to the environment, concepts and differences involved in international business. Students will be able to identify and explain terms in the global environment, discuss international institutions and legislation, complete projects in the internationalization of functional business operations, and resolve case problems of emerging multinational corporation business practices. Also available through Online Learning. CORE: D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 137 - Principles of Selling

General

Academic Level
Undergraduate

Course Title
Principles of Selling

Description
Basic principles of professional selling; characteristics and opportunities of a sales career; knowledge and skills associated with the selling process; hands-on course emphasizing role-playing, and in-class presentations. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

BUSA 152 - Business Law I

General

Academic Level
Undergraduate

Course Title
Business Law I

Description
This course is a basic introduction to legal aspects of business including relevant terminology; essential elements of the American legal system, structure and operation of courts, torts and crimes in a business environment, common law of contracts, sales under the Uniform Commercial Code, and ethical considerations in business operations. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 201 - Business Statistics I

General

Academic Level
Undergraduate

Course Title
Business Statistics I

Description
This course focuses on the application of data analytic quantitative tools in business decisions. Major topics of study are statistical description, central tendency, dispersion, distributional shapes, sampling, confidence levels, probability, comparison tests, association tests, regression and time series. The objectives of the course are to develop the skills necessary to apply these concepts in conjunction with computer usage and make appropriate decisions regarding actual business problems. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement Policy or MATH 022

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 202 - Business Law II

General

Academic Level
Undergraduate

Course Title
Business Law II

Description
This course introduces basic legal concepts and obligations regarding the formation of various forms of business organizations, bankruptcy and debtor/creditor laws, agency law, employment law, negotiable instruments and banking laws, and real and personal property laws.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BUSA152 Business Law I

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 205 - Management Fundamentals

General

Academic Level
Undergraduate

Course Title
Management Fundamentals

Description
This course is a survey of basic management theory and practice and identifies the principles and functions of management within organizations including: planning and decision-making, organizing and staffing, and leading and controlling with emphasis on the manager's role in goal achievement. The ethical, political, legal, and international aspects of the environments in which business and other organizations operate will be explored. Management cases will be integrated into the course. Also available through Online Learning. Prereq.- ENGL101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 211 - Personal Finance

General

Academic Level
Undergraduate

Course Title
Personal Finance

Description
This course provides knowledge that helps business and non-business students effectively manage their personal financial affairs. The course will provide an overview and coverage of the fundamentals of personal financial planning. Topics include personal financial statements, budgeting, tax planning, investing and savings, insurance, real estate, and retirement planning. Contemporary business problems and the changing economic and social environment and their effect on business and personal financial planning decisions are discussed. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

BUSA 221G - Business Communications

General

Academic Level
Undergraduate

Course Title
Business Communications

Description
This course is a comprehensive overview of the communications processes with special emphasis on practical workplace applications. Students assess and develop their listening, speaking, writing, and research skills as they prepare business letters, memos, reports, presentations, proposals, and employment packages. During the course, students plan and conduct business meetings and practice effective group problem-solving skills. Core: WI

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151 and COMM 101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 226 - Human Resources Management

General

Academic Level
Undergraduate

Course Title
Human Resources Management

Description
This course explores the management of human resources within the legal and social environment of business and the dynamic role human resources management plays in the implementation of an organization's overall strategy. The functional areas studied include: planning, job analysis, recruitment, selection, training and development, job evaluation, employee rights, compensation and benefits, and other aspects of employee management. Also available through Online Learning. Prereq.- ENGL101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

This course is an approved AAS elective
Yes

BUSA 232 - Principles of Marketing

General

Academic Level
Undergraduate

Course Title
Principles of Marketing

Description
Principles of marketing and analysis of the four variables of the marketing mix: product, price, promotion, and distribution; marketing concepts as related to products and services and businesses and non-profit organizations. Also available through Online Learning. Formerly BUSA131. Prereq.- ENGL101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

BUSA 235 - Principles of Advertising and Public Relations

General

Academic Level
Undergraduate

Course Title
Principles of Advertising and Public Relations

Description
This course is an introduction to the principles of advertising and public relations (familiarity with Microsoft Word, PowerPoint and Internet recommended). This includes the analysis of advertising's role within marketing; how advertising works; the consumer audience; advertising research and planning; advertising media, ad design and copywriting, promotional tools; ad campaign evaluation and the role of public relations. Prereq.- BUSA 232. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BUSA232

This course is an approved AAS elective
Yes

BUSA 236 - Digital Marketing

General

Academic Level
Undergraduate

Course Title
Digital Marketing

Description
The Digital Marketing course introduces students to the key principles and techniques used in digital marketing. Students will demonstrate their comprehension of developing digital marketing strategies and tactics using various digital marketing tools including social media marketing, website marketing, search engine optimization/marketing, email marketing, mobile marketing, digital branding and photography. Students will further analyze the current trends and analytics using digital tools while exploring the ethical/ legal considerations in developing a Digital Marketing Plan.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BUSA232 Principles of Marketing

This course is an approved AAS elective
Yes

BUSA 260 - International Business Practice Firm

General

Academic Level
Undergraduate

Course Title
International Business Practice Firm

Description
Using an international business model, the students work as team members in a simulated business firm in a state-of-the-art facility; students have the opportunity to perform various business functions (i.e. accounting, human resources, marketing/sales, purchasing/inventory control) as the firm transacts business with students in other simulated companies both in the U.S. and in other countries.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ACCT101 and BUSA205 and BUSA221G and BUSA232 and CISC104

This course is an approved AAS elective
Yes

BUSA 270 - Marketing Simulation

General

Academic Level
Undergraduate

Course Title
Marketing Simulation

Description
Students work as a team in a simulated advertising agency setting to develop a creative Integrated Marketing Communication Program. In creating the program, students apply all aspects of marketing from previous coursework (i.e advertising/PR campaigns, brochure/sell sheet development, website design, sales promotion, personal selling, etc.). Students are involved in creative and critical thinking, decision making, environmental scanning and team activities. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ACCT 101 and BUSA 205 and BUSA 221G and BUSA 235 and BUSA 236 and CISC 101

This course is an approved AAS elective
Yes

BUSA 272 - Finance/Applied Investment Management

General

Academic Level
Undergraduate

Course Title
Finance/Applied Investment Management

Description
An introduction to the nature of the finance function, to develop a foundation of financial management concepts. This will enable to the student to review and analyze financial statements, the time value of money, financial markets, and institutions, estimate risk and return, calculating the cost of capital, and estimating cash flows on capital budgeting projects. Students will manage a portfolio of debt and equity securities with the goal of providing an above average, risk-adjusted return.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
ACCT151 and BUSA205 and ECON201 and business faculty recommendation

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CADM 100 - Engineering Graphic Essentials

General

Academic Level
Undergraduate

Course Title
Engineering Graphic Essentials

Description
This course provides an introduction to drafting procedure, practice, and principles. Basic skills and techniques of drafting including freehand orthographic and pictorial sketching will be covered. Emphasis will be placed on the essentials of lines, lettering, multiview projections, section views, dimensioning, tolerancing and notation in the execution of detail and assembly drawings. An introduction to interpreting mechanical drawings and CAD software usage will be explored.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CADM 115 - Computer Aided Design I

General

Academic Level
Undergraduate

Course Title
Computer Aided Design I

Description
This is the first of three courses that explores the Autodesk AutoCAD software. This course introduces the basic 2D elements of computer-aided drafting using AutoCAD. Basic skills including screen controls, file management, creating entities, editing techniques, creating two-dimensional drawings, and printing/ plotting methods will be covered. Formerly ENGG115. Additional course fees: $15.00. Pre- or coreq. - CADM100.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: CADM100

This course is an approved AAS elective
Yes

CADM 117 - Technical Drawings

General

Academic Level
Undergraduate

Course Title
Technical Drawings

Description
This course introduces the concepts of interpreting and sketching engineering drawings and specifications. The course will cover multiview projection, dimensioning, section, geometric dimensioning and tolerancing; working drawings, and pictorials. The introduction to electrical, electronic, tooling, welding, piece part, sub-assembly, and assembly drawing are covered. Also available through Online Learning. Formerly ENGG 117.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CADM 120 - Introduction to Measurement and Metrology

General

Academic Level
Undergraduate

Course Title
Introduction to Measurement and Metrology

Description
This course provides an introduction to quality control and mechanical measurement techniques used in manufacturing environments. The course introduces the concepts, principles, and techniques of measurement using various types of measuring equipment.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CADM 125 - Manufacturing Processes

General

Academic Level
Undergraduate

Course Title
Manufacturing Processes

Description
Fundamentals of manufacturing; survey of engineering materials, including the properties of each material and phase diagrams; processes for modifying materials; product design and material selection, relationship between conceptual, functional and process design; manufacturing processes; fundamental workings of the process, its capabilities, typical applications, advantages and limitations. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CADM 130 - Geometric Dimensioning and Tolerancing

General

Academic Level
Undergraduate

Course Title
Geometric Dimensioning and Tolerancing

Description
This course is an introduction to Geometric Dimensioning and Tolerancing (GD&T). The course will instruct how to specify the size, shape, form, orientation, location, and specific tolerances for part features on drawings. It is based on the American Society of Mechanical Engineers (ASME) and American National Standards Institute (ANSI) Y14.5 technical standards. This course introduces participants to the GD&T system, providing a working knowledge of the interpretation and application of each symbol, general rules, the datum system, tolerancing, and material conditions.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CADM 205 - Computer Aided Design II

General

Academic Level
Undergraduate

Course Title
Computer Aided Design II

Description
This is theSecondof three courses that explores the Autodesk AutoCAD software. This course introduces the advanced elements of 2D computer-aided drawing and editing as well as the basic 3D elements of AutoCAD. Concepts of geometric dimensioning and tolerancing, symbol libraries, attributes, script files, viewports and utilizing externally referenced files will be covered. 3-D wireframe and solid modeling commands are covered as well as an introduction to 3D modeling techniques. Completion of this course will prepare the student to take the Autodesk AutoCAD User certification test. Formerly ENGG261. Prereq. - CADM115.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM115

This course is an approved AAS elective
Yes

CADM 210 - Computer Aided Design III

General

Academic Level
Undergraduate

Course Title
Computer Aided Design III

Description
This is the third of three courses that explores the Autodesk AutoCAD software. This course covers advanced techniques in 3-D modeling, surface and solid modeling, and visualization. Concepts of menu and toolbar customization, AutoLISP programming language and basic parametric modeling techniques will be covered. Students are exposed to numerous discipline-specific types of drawings and modeling techniques. Completion of this course will prepare the student to take the Autodesk AutoCAD Professional certification test. Formerly ENGG262. Prereq. - CADM205.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM205

This course is an approved AAS elective
Yes

CADM 220 - Parametric Modeling-SOLIDWORKS I

General

Academic Level
Undergraduate

Course Title
Parametric Modeling-SOLIDWORKS I

Description
This course introduces the concepts and techniques of parametric feature-based 3D CAD modeling with the Dassault SOLIDWORKS software. The course will cover basic and intermediate commands and concepts to create, edit, manipulate and plot part and assembly models and drawings. Using digital prototype models of industrial, mechanical and consumer products, the student will perform rendering and analysis of design, animation, and simulation of parts and assemblies as well as interfacing with Digital Manufacturing and Computer-Integrated Manufacturing. Completion of this course will prepare the student to take the SOLIDWORKS Certified User (SWCU) certification test. Prereq. - CADM205.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM205

This course is an approved AAS elective
Yes

CADM 230 - Parametric Modeling-Inventor I

General

Academic Level
Undergraduate

Course Title
Parametric Modeling-Inventor I

Description
This course introduces the concepts and techniques of parametric feature-based 3D CAD modeling with the Autodesk Inventor software. The course will cover basic and intermediate commands and concepts to create, edit, manipulate and plot part and assembly models and drawings. Using digital prototype models of industrial, mechanical, and consumer products, the students will perform rendering and analysis of design, animation and dynamic simulation of parts and assemblies, as well as interfacing with Digital Manufacturing and Computer-Integrated Manufacturing. Completion of this course will prepare the student to take the Autodesk Inventor User certification test. Formerly ENGG205. Pre- or coreq. - CADM205.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Pre- or corequisite: CADM205

This course is an approved AAS elective
Yes

CADM 235 - Revit Fundamentals

General

Academic Level
Undergraduate

Course Title
Revit Fundamentals

Description
This course introduces the concepts and techniques of parametric feature-based Revit 3D modeling software. The course will cover the software's user interface and the basic commands found in the Architectural, Mechanical Electrical Plumbing (MEP) and Structural discipline-specific versions of the software. Although not discipline specific, this course will also familiarize students with the tools required to create, document, manipulate, and print the parametric models. It will demonstrate how to navigate a walk-through of a 3D model using Autodesk Navisworks. Completion of this course will prepare the student with the knowledge to advance to taking a discipline-specific Revit course. Prereq.- CADM100 or ARCH101 or CMGT104.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM100 or ARCH101 or CMGT104

This course is an approved AAS elective
Yes

CADM 240 - Digital Manufacturing I

General

Academic Level
Undergraduate

Course Title
Digital Manufacturing I

Description
This course is an introduction to digital manufacturing which includes additive, subtractive and formative manufacturing processes as well as rapid prototyping, digital scanning and reverse engineering technology. The digital manufacturing principle will be explained as well as the theory behind each type of digital manufacturing process. The various software, hardware, and equipment utilized in digital manufacturing with be explained as well as hands-on experience with various 3D printers, 3D scanners, 3D digitizers, CNC milling machines, CNC routers and laser cutters/engravers. Prereq. - CADM230. Coreq. - CADM220.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM230
Corequisite: CADM220

This course is an approved AAS elective
Yes

CADM 250 - Design Project

General

Academic Level
Undergraduate

Course Title
Design Project

Description
This course introduces the concepts, challenges and potential solutions to real design projects. Students work individually or in teams to design a product that will utilize manufactured parts or components. Based on design parameters, students will research, develop, design, analyze and document their project while improving their technical writing, reporting, record keeping, drawing and presentation skills. Formerly ENGG 220. Prereq. - CADM220, CADM230, and ENGL151.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CADM220 and CADM230 and ENGL151

This course is an approved AAS elective
Yes

CADM 255 - Statics and Strength of Materials

General

Academic Level
Undergraduate

Course Title
Statics and Strength of Materials

Description
This course is an algebra-based introduction for the analytical study of the effects of forces acting on a body at rest. Includes the study of centroids, area moment of inertia, trusses, and frames. Analysis of axial, shear, and torsional stresses and strains in machine and structural elements such as beams, columns, and shafts under static, impact, and dynamic loads are covered. Concepts of thinned-walled cylinders, joints, couplings, shear and moment diagrams, and the design of beams are discussed. Prereq. - PHYS101.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: PHYS101

This course is an approved AAS elective
Yes

CADM 260 - Computer Aided Design Practicum

General

Academic Level
Undergraduate

Course Title
Computer Aided Design Practicum

Description
Actual work experience in any of a variety of engineering disciplines providing exposure to the methodology of drafting and design technology to its product or service. A report will be presented on key experiences related to new product or process technology, drafting and design technology, or productivity improvement. Emphasis on drafting and design issues, documentation, and communication skills. Each student is required to secure a sponsor for the practicum of 225 hours of field experience. Formerly ENGG268. Prereq. - CADM210, CADM220 or CADM230, ENGL101, and approval of instructor.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:15

Prerequistes and Corequisites
Prerequisite: CADM210 and (CADM220 or CADM230) and ENGL101 and approval of instructor

This course is an approved AAS elective
Yes

CHEM 011 - Preparatory Chemistry

General

Academic Level
Developmental_Education

Course Title
Preparatory Chemistry

Description
This course is designed to meet the needs of Allied Health, science, and engineering students to prepare them for CHEM135 (Chemistry of Life) or CHEM120 (General Chemistry I), required courses in their programs of study. The development of skills for solving quantitative (numerical) problems is emphasized. Topics include measurement, basic chemical concepts and theories, and nomenclature of simple ionic and covalent compounds.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

CHEM 105 - Chemistry in Contemporary Society

General

Academic Level
Undergraduate

Course Title
Chemistry in Contemporary Society

Description
This lecture and laboratory course is designed for non-science majors. Students will learn about the many discoveries in chemistry and how they have resulted in significant changes in our world and in the quality of our lives. Students will become better informed about our chemical world in areas such as nutrition, consumer products, medicine, agriculture, industrial products, air and water pollution, and energy. Approved for the Honors Program. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

CHEM 120 - General Chemistry I

General

Academic Level
Undergraduate

Course Title
General Chemistry I

Description
Chemistry I is a qualitative and quantitative study, both in the classroom and the laboratory, of matter and energy as they relate to the chemical properties of solids, liquids, gases, and solutions. Topics include stoichiometry, atomic/molecular structure, bonding, states of matter, changes of state, and solutions. A quantitative study of each area is stressed; a strong background in chemistry and mathematics is required. This course is intended for science and engineering majors. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 022; Chemistry (1 year of high school chemistry or CHEM 011); and Reading and writing competence as determined for ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 135 - Chemistry of Life

General

Academic Level
Undergraduate

Course Title
Chemistry of Life

Description
Principles of general, organic, and biochemistry with emphasis on applications in the health sciences. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 201G - Organic Chemistry I

General

Academic Level
Undergraduate

Course Title
Organic Chemistry I

Description
Functional groups, structures, stereo-chemistry, rates of reactions, reaction mechanisms, preparations and reactions of alkanes, alkenes, dienes, optical isomers, and aromatic compounds; modern organic lab techniques and applications to chemistry, biology, and chemical engineering. Offered fall only. Writing intensive. Pre- or coreq.- CHEM 220 and prereq. - ENGL 101. Core: WI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ENGL101

Pre or Co-requisite: CHEM220

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 220 - General Chemistry II

General

Academic Level
Undergraduate

Course Title
General Chemistry II

Description
This lecture and laboratory course is a continuation of CHEM 120, General Chemistry I. Students will learn molecular shapes, chemical reactions, changes of state and properties of liquids, solutions, reaction kinetics, chemical equilibrium, thermodynamics, and electrochemistry. Equilibrium topics include gaseous reactions, the ionization of weak acids and bases, hydrolysis of salts, and buffers. Prereq.- CHEM 120.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: CHEM120

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 251 - Organic Chemistry II

General

Academic Level
Undergraduate

Course Title
Organic Chemistry II

Description
Continuation of CHEM 201, including preparation and reactions of alcohols, thiols, disulfides, ethers, aldehydes, ketones, carboxylic acids, amides, esters, amines, amino acids, and proteins; modern organic lab techniques, and an optional student project in lab. Prereq. - CHEM 201. Offered spring only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: CHEM201

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 260 - Biochemistry

General

Academic Level
Undergraduate

Course Title
Biochemistry

Description
In this course, emphasis will be placed on the chemistry of biomolecules and their utilization in intermediary metabolism. The principles of bioenergetics and the integration of metabolic control are developed. This course is lecture-only and is intended for students majoring in chemistry, biology, or who intend on pursuing a career in medicine, dentistry, pharmacy or other health-related field. Pre- or co-req. - CHEM251.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: CHEM251

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CHEM 261 - Research in Chemistry

General

Academic Level
Undergraduate

Course Title
Research in Chemistry

Description
This course provides students with an opportunity to do supervised undergraduate research of a topic of interest. Students will utilize the principles, laws, and theories of general chemistry to successfully analyze samples provided using selected instrumental methods. The student will need to be competent to follow a standard procedure, to operate the instrument in a safe manner, to collect suitable data, to evaluate the reliability of the data collected, and to report the results in an appropriate form as would be required of a competent laboratory technician. Repeatable; may be taken 2 times. Prereq. - CHEM 220 and permission of the instructor.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
2

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites
Prerequisite: CHEM220 and permission of the instructor

This course is an approved AAS elective
Yes

CISC 100 - Information Technology Fundamentals

General

Academic Level
Undergraduate

Course Title
Information Technology Fundamentals

Description
This is an introductory course with the goal of establishing entry-level skills in Information Technology. Programming logic and design, HTML, and design and basic networking concepts are covered as well as an exploration of IT careers and Excel and Word core level skills. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 101 - Introduction to Information Technology

General

Academic Level
Undergraduate

Course Title
Introduction to Information Technology

Description
This course introduces computer concepts including hardware and software, an overview of application software, networking and the Internet, and current issues with respect to computers and society. The course includes hands-on instruction in the productivity tools such as word-processing, spreadsheets, database, and presentation software. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 104 - Information Systems

General

Academic Level
Undergraduate

Course Title
Information Systems

Description
This course will include an introduction to systems and development concepts, information technology and application software. It will further involve an understanding of organizational systems planning, decision-making processes and how information is used for decision support in organizations. A focal point will be the theory and practice essential for providing viable information to an organization. Prereq. - CISC 100 or 101. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC100 or CISC101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 105 - Desktop Operating Systems

General

Academic Level
Undergraduate

Course Title
Desktop Operating Systems

Description
This course will introduce Desktop Operating System functions and utilities using operating systems such as Windows, Mac OS, Linux/Unix, and other Operating Systems. Students will compare how the different operating systems handle user interface, file management, memory management, processor management, and network management.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 114 - Introduction to Computer Science with Python

General

Academic Level
Undergraduate

Course Title
Introduction to Computer Science with Python

Description
Introduction to computing through the development of algorithms and programs which are implemented in a high level function/object oriented language. Topics include: simple data types, control structures, documentation, basic file manipulation, problem solving techniques, modular design, and structured data types, and object orientated implementations.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in MATH 022) or appropriate competence as outlined in the Mathematics Placement policy

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 115 - Computer Science I

General

Academic Level
Undergraduate

Course Title
Computer Science I

Description
Introduction to computing through the development of algorithms and programs that are implemented in a high-level function/object-oriented language: simple data types, control structures, documentation, basic file manipulation, problem-solving techniques, modular design, structured data types, and object-oriented implementations.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in MATH 022) or appropriate competence as outlined in the Mathematics Placement policy

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

CISC 115G - Computer Science I

General

Academic Level
Undergraduate

Course Title
Computer Science I

Description
Introduction to computing through the development of algorithms and programs which are implemented in a high level function/object oriented language; simple data types, control structures, documentation, basic file manipulation, problem solving techniques, modular design, structured data types, and object oriented implementations. Writing intensive. Prereq. - ENGL 101 and high school algebra II with a C or better and appropriate competence in mathematics as determined by the departmental mathematics placement test, or MATH 026 or 028 with a C or better.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
4:0:0

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

CISC 125 - Computer Science II

General

Academic Level
Undergraduate

Course Title
Computer Science II

Description
This course is a continuation of CISC 115, which includes stacks, backtracking, simulation, recursion, pointers, linear structures, searching, sorting, merging, elementary algorithm analysis, and abstract base classes.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC 115 and [(C or better in MATH 156) or appropriate competence as outlined in the Mathematics Placement policy]

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 128 - Client-side Scripting

General

Academic Level
Undergraduate

Course Title
Client-side Scripting

Description
This course includes basic web site design and front-end web development principles using a variety of tools with a strong emphasis on the use of core scripting languages and latest frameworks currently utilized in the industry. Particular focus is placed on the understanding of the core toolset for client-side scripting with additional focus on most popular plug-in libraries and introductory focus on trending concepts and frameworks. Prereq.- CISC100 or ARTA 240.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC100 or ARTA240

This course is an approved AAS elective
Yes

CISC 131 - Cisco Networking I (CCNA)

General

Academic Level
Undergraduate

Course Title
Cisco Networking I (CCNA)

Description
This course provides the foundation for work in data communications and local area networks. It introduces the architecture, structure, functions, components, and models (OSI & TCP/IP) of the internet and computer networks. The principles of IP addressing, Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. By the end of the course, students will be able to build simple LANs, perform basic configurations for major networking devices, and implement IP addressing schemes. This is the first semester of the Cisco Networking Academy Program. Formerly CISC 231)

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 136 - PC Support and Troubleshooting

General

Academic Level
Undergraduate

Course Title
PC Support and Troubleshooting

Description
Students will gain a complete, step-by-step approach for learning the fundamentals of supporting and troubleshooting desktop hardware and software. This course maps fully to CompTIA's latest A+ Exam objectives. (Formerly ELEC130)

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 137 - Introduction to Networking Hardware

General

Academic Level
Undergraduate

Course Title
Introduction to Networking Hardware

Description
Companion course to CISC136 to give a jump-start to students who already grasp the general concepts of PC repair and troubleshooting, but would like to focus attention on starting toward NET+ certification studies and an introduction to networking hardware components and the OSI model; networking equipment includes NICs, hubs, switches, routers and cabling, along with network topologies and the OSI model. Formerly ELEC131.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 139 - Introduction to Web Development

General

Academic Level
Undergraduate

Course Title
Introduction to Web Development

Description
This introductory course provides a comprehensive foundation in web development, covering the essential building blocks of the web: HTML, CSS, and JavaScript. Students will learn how to create and style responsive web pages, add interactivity, and understand the structure of modern websites. Additionally, this course explores the underlying technologies that power the Internet, including servers, browsers, protocols, and hosting. Legal considerations such as accessibility, privacy regulations, and copyright law are also addressed, giving students a well-rounded understanding of both the technical and regulatory aspects of web development. Ideal for beginners, this course prepares students to build functional, legally compliant websites and understand the broader ecosystem in which they operate.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

This course is an approved AAS elective
Yes

CISC 142 - Ethics and Current Issues in Technology

General

Academic Level
Undergraduate

Course Title
Ethics and Current Issues in Technology

Description
This course covers technology-related ethical, legal, and professional issues individuals may encounter in their field. Students will acquire the ability to identify potential effects resulting from advances in digital technology. Key topics that will be covered include ethical, moral, and legal aspects of digital technology (e.g., Artificial Intelligence). The course will discuss the theoretical and practical impacts of these topics on personal, social, political, and educational environments.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101 English I

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 150 - Object-Oriented Programming with Java

General

Academic Level
Undergraduate

Course Title
Object-Oriented Programming with Java

Description
This course provides an introduction to object-oriented programming using modern object oriented programming languages. Basic programming structures such as input, output, decisions and loops, as well as concepts of object-oriented design are covered. Inheritance, polymorphism, data types such as arrays, strings, enumerated types, and graphical user interfaces are also included.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC 115 or CISC 128

This course is an approved AAS elective
Yes

CISC 180 - Introduction to Network Security

General

Academic Level
Undergraduate

Course Title
Introduction to Network Security

Description
This is an introductory course in computer and network security intended for networking or computer professionals and students who want to understand general concepts of network and information security. Topics will include the identification of vulnerabilities and mitigation of security risks, learning the basic principles of cryptography, keys and certificates, VPNs and wireless communication, configure group privileges, access control and authentication, implement security baselines, systems updates, intrusion detection, and create and build organizational and operational security programs that include documentation, risk assessment and user education.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC131 or CISC137

This course is an approved AAS elective
Yes

CISC 201 - Advanced Web Technologies

General

Academic Level
Undergraduate

Course Title
Advanced Web Technologies

Description
In this capstone course in the Web Development program, students will use cutting-edge technologies focused on interactivity, design and web standards. Students will apply knowledge of database design, programming, client-side scripting, and server-side programming to create functional, dynamic and aesthetically pleasing websites. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC139 and CISC257

This course is an approved AAS elective
Yes

CISC 205 - Cybersecurity Essentials

General

Academic Level
Undergraduate

Course Title
Cybersecurity Essentials

Description
This course is intended to prepare students for work in the cybersecurity field. Students will explore server operating systems and methods of protecting those systems. In addition, threat and vulnerability management, incident response, security policies, compliance and security tools used to defend organizations will be examined. Prereq.- CISC 180.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC180

This course is an approved AAS elective
Yes

CISC 208 - Mobile Development

General

Academic Level
Undergraduate

Course Title
Mobile Development

Description
This course is a comprehensive overview of developing native mobile apps for a variety of platforms. The focus is on group work from students majoring in a variety of disciplines with the goal of creating real-world products that exemplify the strengths of Communication Design, Web Development and Computer Science students. Prereq.- CISC 257, and 270 or CISC 125. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC257 and (CISC270 or CISC125)

This course is an approved AAS elective
Yes

CISC 225 - Computer Organization

General

Academic Level
Undergraduate

Course Title
Computer Organization

Description
This course focuses on computer organization and programming at machine level using assembly language and machine code (low level coding). It will expand knowledge and experience causing the student to become more effective when programming a computer, and understanding how computers and other languages work. It covers the following topics: processor components and organization, addressing techniques, low level data representation, instruction and types and representation, information transfer, control flow, machine and assembly language programming. Prereq. - CISC 125. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC125

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 230 - Data Structures and Algorithm Analysis

General

Academic Level
Undergraduate

Course Title
Data Structures and Algorithm Analysis

Description
This course covers performance analysis and measurement of programs, formal induction proofs, asymptotic notation, algorithm analysis, hashing, binary trees, binary search trees, balanced search trees, graphs, biconnected components, spanning trees, and shortest path algorithms. Prereq. - CISC 125. Offered fall semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC125

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 251 - Network Administration and Maintenance

General

Academic Level
Undergraduate

Course Title
Network Administration and Maintenance

Description
The installation, maintenance and troubleshooting of the hardware for local area networks presented with an emphasis on the hands-on, practical experiences needed to service enterprise computing systems used in business and industry. Includes installation and maintenance of hardware, networks, wireless systems and user support.(Formerly ELEC251) Prereq. - CISC136

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CISC136

This course is an approved AAS elective
Yes

CISC 252 - Introduction to DevOps

General

Academic Level
Undergraduate

Course Title
Introduction to DevOps

Description
Introduction to DevOps teaches students the best practices of modern software development practices and DevOps, to understand and learn how to securely use APIs, and how to automate network operations using those APIs.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC114 or CISC115 or CISC 128

This course is an approved AAS elective
Yes

CISC 254 - Server I

General

Academic Level
Undergraduate

Course Title
Server I

Description
This course is designed to introduce students to installing and configuring server operating systems. This is an intensive hands-on course where students will learn the skills and knowledge necessary to implement a core Windows Server Infrastructure into an existing enterprise environment. (Formerly ELEC254)
Prereq. - CISC136

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CISC136

This course is an approved AAS elective
Yes

CISC 255 - Server II

General

Academic Level
Undergraduate

Course Title
Server II

Description
In this course, students will continue their study of server administration started in CISC254. More advanced topics include understanding cloud terminologies and methodologies, and implementing, maintaining, and delivering secure cloud technologies. Students will also learn how to analyze system requirements to migrate workloads to the cloud, manage and optimize cloud operations, implement security measures to protect cloud environments, troubleshoot deployment, network, and security issues and understand source control, and DevOps tools. Formerly ELEC255.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CISC105

This course is an approved AAS elective
Yes

CISC 257 - Server-side Scripting

General

Academic Level
Undergraduate

Course Title
Server-side Scripting

Description
Server-side scripting covers topics related to the creation of dynamic web pages using interactive scripting languages for web development. Formerly CISC158.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC128

This course is an approved AAS elective
Yes

CISC 263 - Digital Forensics

General

Academic Level
Undergraduate

Course Title
Digital Forensics

Description
This course introduces students to the field of digital forensics. Incident response, chain-of-custody and legal aspects of evidence collection will be examined. Topics will include file systems, data acquisition and analysis, and reporting requirements.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC205

This course is an approved AAS elective
Yes

CISC 265 - Windows Server Administration

General

Academic Level
Undergraduate

Course Title
Windows Server Administration

Description
In this course, students will learn to support a hybrid server environment. Topics covered include deploying and managing Active Directory Domain Services (AD DS) in on-premises and cloud environments, managing Windows Servers and workloads in a hybrid environment, managing virtual machines and containers, implementing and managing an on-premises and hybrid networking infrastructure and managing storage and file services.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: CISC105

This course is an approved AAS elective
Yes

CISC 267 - Cisco Networking II (CCNA)

General

Academic Level
Undergraduate

Course Title
Cisco Networking II (CCNA)

Description
This is an advanced course intended for networking professionals and students who already grasp the general concepts of data communications and networking, but would like a more detailed understanding of network switching and routing. This course curriculum focuses on switching technologies and router operations that support small-to-medium business networks and includes wireless local area networks (WLANs) and security concepts. Students learn key switching and routing concepts. They will perform basic network configuration and troubleshooting, identify and mitigate LAN switch security threats, and configure & secure a basic WLAN.

By the end of this course, students will be able to configure and troubleshoot routers, switches, and WLAN access points and controllers; configure static and floating static routes; configure virtual LANs and inter-VLAN routing in both IPv4 and IPv6 networks; and become familiar with the following protocols: STP, PAGP, LACP, DHCP, HSRP, ARP, and RIP.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: CISC131

This course is an approved AAS elective
Yes

CISC 270 - Database Systems

General

Academic Level
Undergraduate

Course Title
Database Systems

Description
This course is an introduction to the concepts of database systems. Topics include the definition, creation, and maintenance of database systems, logical models of data organization such as hierarchical, network, and relational, database integrity and security, effects of redundancy, specification and design of query functions, data entry and retrieval, and query languages. Prereq. - CISC100 or CISC115.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC100 or CISC115

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CISC 271 - Cisco Networking III (CCNA)

General

Academic Level
Undergraduate

Course Title
Cisco Networking III (CCNA)

Description
This is an advanced course intended for networking professionals and students who already grasp the general concepts of data communications and networking. This course describes the architecture, components, and operations of routers mid-sized and more complex network. Students learn how to configure and troubleshoot routers and switches and resolve common issues with OSPF, ACLs, STP, QOS, and basic virtualization and automation using SDN, APIs, and REST in both IPv4 and IPv6 networks. Students will develop the knowledge and skills needed to implement DHCP, NAT, and DNS operations as well WAN technologies, IPSec and virtual private network (VPN) operations in a complex network. There is a strong emphasis on network design, configuration, and troubleshooting. This is the final course in the CCNA certification studies.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: CISC267

This course is an approved AAS elective
Yes

CISC 272 - Building Scalable Internetworks(CCNP-Route)

General

Academic Level
Undergraduate

Course Title
Building Scalable Internetworks(CCNP-Route)

Description
This course introduces students to scaling IP addresses using VLSM, NAT and PAT. It focuses on advanced concepts and implementation if RIPv2, ISIS, multi-area OSPF, SLA management, IPV6 and BGP. Additional topics include router filtering, path control, Policy Based Routing (PBR) and route distribution. [CCNP-Route Cisco Certified Network Professional-Route] Prereq.- CISC 271. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite:CISC271

This course is an approved AAS elective
Yes

CISC 277 - Computer & Information Science Practicum

General

Academic Level
Undergraduate

Course Title
Computer & Information Science Practicum

Description
Work-based experience in an approved organization with focused exposure in cybersecurity, system administration, networking, or web development activities depending on degree specialty selected. Written field experience report required.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8.5

Prerequistes and Corequisites
Prerequisite: Three 200-level CISC courses that count towards your degree and instructor permission

This course is an approved AAS elective
Yes

CISC 278 - Web Server Administration

General

Academic Level
Undergraduate

Course Title
Web Server Administration

Description
A comprehensive overview of the tools and techniques needed for installation, configuration and administration of different kinds of Web Server including Microsoft Windows 2000 Server, Red Hat Linux, Internet Information Services (IIS), Apache Web Server, Microsoft SQL Server, etc. Prereq.- CISC 100 or 105.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC100 or CISC105

This course is an approved AAS elective
Yes

CISC 280G - Cyberethics

General

Academic Level
Undergraduate

Course Title
Cyberethics

Description
Computer security is a technical arena, and one that is highly charged with ethical issues. This course will explore the ethical considerations of computer security with an emphasis on both the perpetrator and the high standards expected of the computer security practicioner. Among other topics it will examine are Professional Code of Ethics, case law related to technology, whistle blowing, intellectual property, privacy and "ethical hacking".

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

CISC 282 - Cybersecurity Administration

General

Academic Level
Undergraduate

Course Title
Cybersecurity Administration

Description
Students will explore advanced cybersecurity and information assurance concepts from a management perspective. Topics include access control, security models and architecture, security operations, policies and procedures, business continuity planning and disaster recovery. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC180

This course is an approved AAS elective
Yes

CISC 284 - Ethical Hacking

General

Academic Level
Undergraduate

Course Title
Ethical Hacking

Description
This course emphasizes ethical hacking concepts and practices. Students will study common hacking software, intelligence gathering and techniques for exploiting system vulnerabilities. Hands-on labs will be employed to apply theory to practical scenarios. Students will also study exam objectives for the Certified Ethical Hacker (CEH) certification exam.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC205

This course is an approved AAS elective
Yes

CISC 286 - Linux Administration

General

Academic Level
Undergraduate

Course Title
Linux Administration

Description
This course is an overview of the Linux operating system. Students will gain hands-on experience with installing, configuring and maintaining Linux. This course aligns with the Linux Professional Institute (LPI) Linux Essentials Professional Development Certificate. Formerly CISC186. Prereq. - CISC105.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: CISC105

This course is an approved AAS elective
Yes

CISC 293 - Special Studies - Computer and Information Science

General

Academic Level
Undergraduate

Course Title
Special Studies - Computer and Information Science

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CISC 294 - Special Studies - Computer and Information Science

General

Academic Level
Undergraduate

Course Title
Special Studies - Computer and Information Science

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

This course is an approved AAS elective
Yes

CJST 101 - Introduction to Criminal Justice

General

Academic Level
Undergraduate

Course Title
Introduction to Criminal Justice

Description
This course is an introduction to the field of criminal justice through the examination of historical data, statistical information, theories of crime causation, social control of behavior, development of laws, and evaluation of criminal justice system policies, procedures, and trends. Students learn the terminology of the field, and gain an awareness of the methods of inquiry utilized in the field.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

CJST 111 - American Legal System

General

Academic Level
Undergraduate

Course Title
American Legal System

Description
Analysis of the interrelationships between prosecutors, defense attorneys, the courts, police, grand and petit juries, and correctional systems; how the U.S. system of justice is intended to function and how it operates; social and political effects of legal system. Restricted to Criminal Justice and Legal Studies majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101 or PARL101

This course is an approved AAS elective
Yes

CJST 115 - Criminal Law

General

Academic Level
Undergraduate

Course Title
Criminal Law

Description
This course presents the principles and doctrines embodied in criminal law: substantive crimes, justification, complicity and liability, causation, inchoate crimes. Restricted to Criminal Justice and Legal Studies majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101 or PARL101

This course is an approved AAS elective
Yes

CJST 121G - Criminology

General

Academic Level
Undergraduate

Course Title
Criminology

Description
The purpose of this course is to provide students with an understanding of the discipline of criminology through an examination of its theories, basic assumptions and definitions with focus on criminal behavior, and the nature, causes, extent and distribution of crime, and their policy implications. Prereq. - CJST101 and ENGL101. Also available through Online Learning. Core: CT, IL, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101 and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

CJST 131 - Juvenile Justice

General

Academic Level
Undergraduate

Course Title
Juvenile Justice

Description
The American juvenile justice system, its components and functions are examined, focusing on juvenile crime, applicable law and procedures, and theories of delinquency. In addition to examining the evolution and transformation of the juvenile justice systems, students will gain an understanding of the current issues in juvenile justice in the United States and around the world. Restricted to Criminal Justice and Legal Studies majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101 or PARL101

This course is an approved AAS elective
Yes

CJST 135 - Law Enforcement and Investigative Techniques

General

Academic Level
Undergraduate

Course Title
Law Enforcement and Investigative Techniques

Description
This course provides an intensive study of the law enforcement system at the Federal, State, and local levels. Special emphasis will be on police organization and management, police functions, job stress, liability, and sociological and psychological implications. Principles and methods of investigations will also be examined including collection and preservation of evidence, impartial gathering of evidence, interrogation techniques, and the handling of informants. Restricted to Criminal Justice majors and Computer Forensics Analyst: HERO majors. Prereq. - CJST 101. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite:CJST101

This course is an approved AAS elective
Yes

CJST 225 - Corrections and Rehabilitation

General

Academic Level
Undergraduate

Course Title
Corrections and Rehabilitation

Description
The focus of this course is to provide a survey and analysis of the American correctional system and its processes from both a historical and contemporary perspective. Restricted to Criminal Justice majors. Formerly CJST125. Prereq. - CJST101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101

This course is an approved AAS elective
Yes

CJST 245 - Criminal Justice Ethics

General

Academic Level
Undergraduate

Course Title
Criminal Justice Ethics

Description
The focus of this course is to provide students with an overview of prominent ethical issues facing professionals in criminology and criminal justice, with an emphasis on encouraging individual students to explore their own ethical and moral systems and how they make ethical/moral decisions. Restricted to Criminal Justice and Legal Studies majors.

(Formerly CJST 145)

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101 or PARL 101

This course is an approved AAS elective
Yes

CJST 250 - Contemp Issues Criminal Justice

General

Academic Level
Undergraduate

Course Title
Contemp Issues Criminal Justice

Description
This course will critically examine controversial issues relating to crime and criminal justice. Emphasis will be placed on topics surrounding crime and justice in America including but not limited to victims of crime, law enforcement, prosecution, the judicial system, punishment and corrections, and the juvenile system. Restricted to Criminal Justice majors. Prereq. - CJST101. Coreq. - CJST225. Core: CT and D. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CJST101
Corequisite: CJST225

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

CMGT 100 - Building Construction Trades Technical Skills

General

Academic Level
Undergraduate

Course Title
Building Construction Trades Technical Skills

Description
This course provides a basic overview and awareness of the building construction trades for both commercial and residential buildings. Students will learn basic terminology associates with the building trades while acquiring hands-on technical skills experience. Awareness of the various building trades and the interrelationship of their respective completed operations will be discussed. Workplace safety will be stressed throughout the course with regulatory awareness and discussion.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMGT 101 - Introduction to Construction Codes

General

Academic Level
Undergraduate

Course Title
Introduction to Construction Codes

Description
This course will provide a study of the interpretation of technical building specifications, codes, and contract documents as they affect the selection, and application of materials and equipment. An emphasis will be placed on understanding local and state codes. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMGT 102 - Construction Methods and Materials

General

Academic Level
Undergraduate

Course Title
Construction Methods and Materials

Description
This course introduces the students to steel, concrete and composite material buildings found in construction projects. There is discussion of building materials along with various systems of construction. Awareness of building codes on material application and an overview of sustainable design as applied to construction material and methods is explored. Exposure to the latest construction techniques as it relates to environmental and health concerns if offered to provide material and method cost effectiveness to construction projects while accommodating regulatory and ethical safety requirements. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMGT 103 - Construction Safety and Health

General

Academic Level
Undergraduate

Course Title
Construction Safety and Health

Description
This course provides the fundamental safety and health principles needed for an occupationally safe and healthy work environment while offering a practical application of theories and principles related to the construction industry. Students will gain awareness of OSHA's regulatory standards, safety and health strategies along with appropriate management techniques. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMGT 104 - Construction Print Reading

General

Academic Level
Undergraduate

Course Title
Construction Print Reading

Description
This course serves as an introduction to building materials and systems and their representation in construction drawings. Included is an introduction of building design and construction with a focus on terminology, industry standards, and the roles of the contractor, architect and other parties involved in construction projects. Emphasis is placed on interpretations of contract drawings, terminology, symbols and conventions used in residential, commercial and industrial drawings. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMGT 105 - Project Management and Administration

General

Academic Level
Undergraduate

Course Title
Project Management and Administration

Description
This course will provide students with the knowledge and understanding of the management function in the construction industry. Topics include the project cycle, company and project organization, financial and budgeting considerations, documentation, monitoring, cost control, etc. Emphasis is placed on the responsibilities of the managers and their relationship to the owner, architect, general contractor and subcontractors including other agents involved in a construction project. Pre- or coreq.- CManagement 104. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: CMGT104

This course is an approved AAS elective
Yes

CMGT 106 - Construction Planning and Scheduling

General

Academic Level
Undergraduate

Course Title
Construction Planning and Scheduling

Description
This course explores the concepts and techniques for construction planning, scheduling and control systems necessary for effectively managing a construction project. Emphasis will be placed on the skills and knowledge necessary to plan and schedule a project. Coordination of manpower, materials, equipment, project funding, and cash flow are all concerns that must be monitored and controlled. Efficiency and use of the computers to facilitate the planning and scheduling process is integrated throughout the class. Pre- or coreq.- CManagement 104. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: CMGT 104

This course is an approved AAS elective
Yes

CMGT 201 - Construction Estimating

General

Academic Level
Undergraduate

Course Title
Construction Estimating

Description
This course emphasizes the fundamental of producing construction estimates and bids. Information discussed includes procedures to project material and labor costs. Interpreting construction drawings and specifications to estimate project expenses will be practiced throughout the course. Estimating skills and the integration of computers will be introduced and developed as a comprehensive approach to the estimating and bidding process. Prereq.- CManagement 106. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMGT106

This course is an approved AAS elective
Yes

CMGT 202 - Construction Supervision/ Leadershp

General

Academic Level
Undergraduate

Course Title
Construction Supervision/Leadershp

Description
This course will provide the opportunity to discuss and evaluate essential leadership and supervisory skills. Understanding and applying leadership behaviors, as well as basic management skills will expand a construction manager's knowledge and abilities. Students will learn how management problems influence efficiency, productivity and employee morale. Pre- or coreq.- CManagement 201. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: CMGT 201

This course is an approved AAS elective
Yes

CMGT 203 - Construction Management Practicum

General

Academic Level
Undergraduate

Course Title
Construction Management Practicum

Description
This capstone course will provide the opportunity to integrate theory and practice with the reality of on-the-job experience. Based on the worksite hosting organization, the student intern will have opportunity to work in the areas of print reading, estimating, equipment management, project supervision, or other management related activities and tasks. All students are required to secure a sponsor for the practicum of 150 hours of field experience. Prereq.- CMGT 201.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:10

Prerequistes and Corequisites
Pre- or corequisite: CMGT201

This course is an approved AAS elective
Yes

CMTH 103 - Mass Communication

General

Academic Level
Undergraduate

Course Title
Mass Communication

Description
This course is an introduction to the cultural, social, legal, business, career and theoretical aspects of media. Provides an overview of mass media functions, structures, supports and influences. Restricted to Media Production (formerly Radio/TV) students. Pre- or coreq. - ENGL 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 120 - Audio Production

General

Academic Level
Undergraduate

Course Title
Audio Production

Description
This course covers operation of audio recording hardware and software. Students develop skills and production techniques used in recording studios and radio stations. Pre- or coreq. - ENGL 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 122 - Radio Workshop

General

Academic Level
Undergraduate

Course Title
Radio Workshop

Description
Students acquire on-air experience and audio production skills as they produce features and programs that air on WNCC, a web-based streaming radio station. May be taken three (3) times for credit.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
3

Lecture/Lab/Other Ratio
0:2:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 126 - The Communication Arts

General

Academic Level
Undergraduate

Course Title
The Communication Arts

Description
An aesthetic approach to understanding the media, emphasizing critical thinking and the ability to speak and write about technologically mediated arts. Restricted to Media Production (formerly Radio/TV), Theatre, Journalism, and Communication Studies students. Pre- or coreq. - ENGL 101. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 130 - Digital Music Production

General

Academic Level
Undergraduate

Course Title
Digital Music Production

Description
This course covers topics in music computing including sound synthesis, MIDI sequencing, music theory and notation and emerging technologies in music. Students will use computers to create, edit and record music. Previous music or keyboard skills are helpful but not required.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 145 - Performing for Media

General

Academic Level
Undergraduate

Course Title
Performing for Media

Description
In this course, students will learn refined presentation skills the essentials of applying performance in a recorded environment. While identifying the particular challengs of each medium, students will work in pairs and larger groups to produce recorded content. We will examine and adventure into the realm of expressive possibility, using the body, mind and voice. Grounded in the principles of communication and clarity, units of study will include voice acting, interview and commercial skills, and acting for the camera.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 150 - Commercial Photography

General

Academic Level
Undergraduate

Course Title
Commercial Photography

Description
This course provides theoretical and hands-on training in the use of photography for commercial applications. Areas of instruction include use of DSLRs, strobes and backgrounds for commercial portraits to display small products on white, to display food and beverage, and to showcase appaRelations with the use of models. Additional training will be provided in photo retouching, post processing and software image enhancement.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 170 - Television Production

General

Academic Level
Undergraduate

Course Title
Television Production

Description
Classroom and laboratory experience in the operation of a modern television studio including operation of television cameras, switcher, control room equipment, lighting, and audio for television plus experience scripting, producing, and directing 'live-on-tape' studio productions. Restricted to Media Production (formerly Radio/TV), Theatre and Journalism students. Prereq. - CMTH 120; Pre- or coreq. - ENGL 101. Additional course fees: $50.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: CMTH120
Pre- or corequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 180 - Digital Media Storytelling

General

Academic Level
Undergraduate

Course Title
Digital Media Storytelling

Description
This course provides both theoretical instruction and hands-on experience in visual storytelling techniques for social platforms. Emphasis is placed on creating engaging content for information sharing, promotion, and entertainment. Topics include digital photography, image editing and enhancement, audio integration, and basic visual sequencing for social platforms.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMTH 182 - Digital Media Graphics and Animation

General

Academic Level
Undergraduate

Course Title
Digital Media Graphics and Animation

Description
This course introduces students to the principles and practices of motion graphics and animation for social and digital platforms. Emphasis is placed on concept development, visual design, and animation techniques using industry-standard software tools.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMTH 185 - Commercial Video

General

Academic Level
Undergraduate

Course Title
Commercial Video

Description
This course provides theoretical and applied instruction in video production for digital platform content creation. Students develop skills in camera operation, lighting, and editing used to showcase products, promote brands, and support targeted digital media campaigns across social and online platforms.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CMTH 221 - American Media History

General

Academic Level
Undergraduate

Course Title
American Media History

Description
This course is a study of the development of American broadcast media institutions, from radio's earliest beginnings to the complex media structure of today.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and CMTH 103

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 225G - Scriptwriting

General

Academic Level
Undergraduate

Course Title
Scriptwriting

Description
Writing and analysis of television and radio continuity, ad campaigns and commercial, newswriting, documentary and non-fiction, scripting and the study of screenplays and TV drama. Writing intensive. Prereq. - ENGL 101. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 240 - Portable Video Techniques

General

Academic Level
Undergraduate

Course Title
Portable Video Techniques

Description
Designed to give students an in-depth understanding of portable video techniques; professional ENG and EFP shooting, lighting and audio techniques, plus editing techniques necessary to complete news and information segments. Prereq. - CMTH 170. Additional course fees: $50.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMTH170

This course is an approved AAS elective
Yes

CMTH 245 - Audio Recording and Mixdown

General

Academic Level
Undergraduate

Course Title
Audio Recording and Mixdown

Description
This course provides theoretical and hands-on training in multi-track digital audio production and mixing techniques. Students will gain knowledge about session recording, signal routing, and work actively with a professional digital audio workstation in a recording studio environment. Prereq. - CMTH 120. Additional course fees: $50.00.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMTH120 Audio Production or CMTH130 Digital Music Production

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 246 - Advanced Audio Production

General

Academic Level
Undergraduate

Course Title
Advanced Audio Production

Description
The course provides advanced theoretical and hands-on training in multi-track digital audio production, location sound, audio for video, and advanced mixing techniques. Students will gain knowledge about advanced Pro Tools operation and expand upon the core concepts introduced in CMTH 245, Audio Recording and Mixdown. Restricted to Media Production (formerly Radio/TV) students. Prereq. - CMTH 245. Additional course fees: $50.00

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMTH245

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 251 - Advanced Television Production

General

Academic Level
Undergraduate

Course Title
Advanced Television Production

Description
Practical application of the various media production techniques previously learned culminating in the production of television shows suitable for broadcast on local stations. Emphasis is on the ability to oversee all phases of production and to function as an effective producer. Restricted to Media Production (formerly Radio/TV), Theatre and Journalism students. Prereq. - CMTH 170. Additional course fees: $50.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMTH170

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

CMTH 252 - Video Editing and Post Production

General

Academic Level
Undergraduate

Course Title
Video Editing and Post Production

Description
Theoretical and hands-on training in editing and the various video techniques used in post production; non-linear editing and post production, computer graphics, compositing and animation. Prereq. - CMTH 240. Additional course fees: $50.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CMTH240

This course is an approved AAS elective
Yes

CMTH 275 - Media Production Internship

General

Academic Level
Undergraduate

Course Title
Media Production Internship

Description
Work experience in a radio or television station, with media production companies or media divisions of business and industry. Restricted to Media Production (formerly Radio/TV), Theatre and Journalism students. Prereq. - CMTH 120, 170 and at least one course from the list of Media Electives.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:6:0

Prerequistes and Corequisites
Prerequisite: CMTH103 Mass Communication and CMTH126 The Communication Arts and CMTH170 and CMTH225G Scriptwriting and at least two courses from the list of Media Electives

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COLS 101 - College Success

General

Academic Level
Undergraduate

Course Title
College Success

Description
This course introduces new students to the college environment with a focus on learning and adopting the academic skills and mindsets needed to be successful in college. Academic and professional exploration, goal setting, and planning help guide students through the first semester and connect them to the First Year Experience programs. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

COLS 120 - Career Planning I

General

Academic Level
Undergraduate

Course Title
Career Planning I

Description
Students will explore their interests, abilities, values and personality through personal narrative, testing, and career research to formulate a career direction. Pre- or co-req. - Reading competency as determined for ENGL101.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Pre- or orequisite: Reading competency as determined for ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COLS 150 - Skills for Academic Success

General

Academic Level
Undergraduate

Course Title
Skills for Academic Success

Description
This course provides students with the skills essential to succeeding in the college setting. Focus will be on understanding the role of a college student and the application of academic success strategies. The course will build a foundational level of self-management, critical thinking, study skills and growth mindset.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

COMM 101 - Introduction to Communication

General

Academic Level
Undergraduate

Course Title
Introduction to Communication

Description
This course covers the basic principles of communication theory and practice, including speech preparation and delivery, and the effective use of critical thinking and listening in relation to intrapersonal, interpersonal, intercultural, group, and mediated communication. Also available through Online Learning. Approved for the Honors Program. Formerly CMTH 102

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

Honors Section Available
Yes

COMM 104 - Media and Society

General

Academic Level
Undergraduate

Course Title
Media and Society

Description
This course explores the history, purpose, function, and impact of media on society. The course examines the relationship between mediated communication processes and both the individual and society, and their influence on knowledge, attitudes, and behavior. The interrelationship between social, economic, political, and cultural change and media outlets are explored. Formerly CMTH 104

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 205 - Public Speaking

General

Academic Level
Undergraduate

Course Title
Public Speaking

Description
Students learn advanced speech writing strategies through research, organization, and the delivery of speeches within a public setting. Emphasis is placed on audience analysis, managing anxiety, and use of visual resources and information technology. Formerly CMTH205

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 214 - Interpersonal Communication

General

Academic Level
Undergraduate

Course Title
Interpersonal Communication

Description
In this course students explore the theories, concepts, and processes of interpersonal communication and the process of relational development in a variety of contexts including personal and professional relationships. Formerly CMTH 214

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 215 - Intercultural Communication

General

Academic Level
Undergraduate

Course Title
Intercultural Communication

Description
An exploration of the theories, concepts, and themes that examine the influence of culture on the communication process. Students will explore a wide array of cultures and increase their cultural sensitivity and intercultural communication competence. Also available through Online Learning. Formerly CMTH215

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

COMM 220 - Introduction to Film

General

Academic Level
Undergraduate

Course Title
Introduction to Film

Description
This course introduces the technical and artistic elements of filmmaking. Students will gain an enhanced understanding of the early history of film, film genres and genre conventions, narrative structure, and cinematic techniques including: mise-en-scene, cinematography, editing, and sound. Course will also include the presentation of weekly film and/or film clips. Formerly CMTH220

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

COMM 230G - Introduction to Communication Theory

General

Academic Level
Undergraduate

Course Title
Introduction to Communication Theory

Description
This course is an introduction to the nature of theory, approaches to research, and types of oral communication theories. The course develops skills in researching and analyzing communication phenomena. Formerly CMTH 230G

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101 and COMM214 and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 231 - Small Group Communication

General

Academic Level
Undergraduate

Course Title
Small Group Communication

Description
This course is an introduction to the foundation, roles, and leadership associated with communication in small groups. The course develops skills in effective participation, conflict management, and presentation within a small group setting. Formerly CMTH 231

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 235 - Understanding Culture Through Film

General

Academic Level
Undergraduate

Course Title
Understanding Culture Through Film

Description
This course critically examines how films create a window into a culture and society, and how to understand films as cultural texts that help us better understand cultural differences.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101 and ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COMM 288 - Gender Communication

General

Academic Level
Undergraduate

Course Title
Gender Communication

Description
This course explores the relationship between gender and communication. The course uses biological, social scientific, and critical theories to understand human interaction in family, personal relationships, education, organizations, and media. Culture and gender his/herstory are explored to understand the dynamic interplay between communication and gender.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: COMM101 and ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

COUN 130 - Career Planning II

General

Academic Level
Undergraduate

Course Title
Career Planning II

Description
Students will identify a career focus and will learn to utilize effective job search strategies including networking, social media, resumes, cover letters and interviewing techniques.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CRFT 140 - Fundamentals of Beer, Wine and Spirits

General

Academic Level
Undergraduate

Course Title
Fundamentals of Beer, Wine and Spirits

Description
This course will provide the foundational knowledge of Beer, Wine, and Spirits in the growing global hospitality industry. This course provides an overview of the origins, production, sales, and responsible service of wines, spirits and beers. Topics include styles, service techniques, product knowledge, sensory analysis and beverage tasting. Sensory analysis is a significant part of the course and anyone under 21 years of age can only use sight and smell analysis. Formerly FOOD140

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CRFT 160 - Craft Fermentation Production

General

Academic Level
Undergraduate

Course Title
Craft Fermentation Production

Description
This course covers the fermentation process for producing beer, wine, and spirits. Must be at least 18 years old to register for the class.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CRFT 170 - Craft Beverage Sales and Distribution

General

Academic Level
Undergraduate

Course Title
Craft Beverage Sales and Distribution

Description
This course covers the sales and distribution of craft beverages. Multiple distribution, marketing channels, and data analytics are introduced to the student through a creative approach of brand development. Must be at least 18 years old to register for the class.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CRFT 180 - Craft Beverage Operations and Process Management

General

Academic Level
Undergraduate

Course Title
Craft Beverage Operations and Process Management

Description
This course covers operational safety with equipment, following OSHA guidelines, HAZMAT, proper space flow, and standard operating procedures to promote sanitation and safety for employees and customers within the craft beverage industry. Must be at least 18 years old to register for the class.
Prerequisite: CRFT 140

Credit Hours

	Credit Hours Max:
1.5	1.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites
Prerequisite: CRFT140

This course is an approved AAS elective
Yes

CRFT 250 - Craft Practicum

General

Academic Level
Undergraduate

Course Title
Craft Practicum

Description
This course is a supervised learning experience with an approved craft beverage facility. The practicum allows the student to develop and mature through exposure to, and practical experience with, a variety of tasks under guidance of trained, established leaders in the field. In addition, the practicum sites will afford the students the opportunity to observe and experience firsthand many different aspects of their chosen field. Minimum of 150 hours. Must be at least 18 years old to register for the class. Prerequisites: CRFT 140, CRFT 160, CRFT 170

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:0:11

Prerequistes and Corequisites
Prerequisite: CRFT140 and CRFT 160 and CRFT 170

This course is an approved AAS elective
Yes

CULA 104 - Kitchen Foundations

General

Academic Level
Undergraduate

Course Title
Kitchen Foundations

Description
This course introduces students to the Foodservice Industry and provides students with an overview of the culinary field, career options, and requirements for success. Students study food safety and sanitation practices which culminates in taking the ServSafe Manager's Certification. Additional topics covered include: culinary terminology, cooking techniques, foodservice trends, time management in the modern kitchen, standardized recipes and basic measurements and conversions. Restricted to Culinary Arts majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

CULA 110 - Introduction to Baking and Pastry

General

Academic Level
Undergraduate

Course Title
Introduction to Baking and Pastry

Description
This course introduces students to the fundamentals of baking and pastry and provides students an overview of the field, its career opportunities, and requirements for success. Students learn about common terms, techniques, professional equipment, and time management of the modern kitchen and bakery and apply kitchen math essentials. Restricted to Culinary students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA104 and current ServSafe managers certificate

This course is an approved AAS elective
Yes

CULA 112 - Culinary Skill Development

General

Academic Level
Undergraduate

Course Title
Culinary Skill Development

Description
This foundational course presents the basic principles of food preparation for the food service industry building upon culinary fundamentals. Topics covered include mise en place, knife skills, stocks, sauces, soups, vegetables, potatoes, pasta, grains, legumes, and breakfast egg cookery. Students will practice reading and writing of recipe cards, food and kitchen safety and sanitation. Students will participate in lecture and practical hands-on lab instruction. Sanitary practices and compliance with laws and ordinances of the Department of Health are enforced. Restricted to Culinary Arts Students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA110 and current ServSafe managers certificate

This course is an approved AAS elective
Yes

CULA 118 - Advanced Culinary Skills

General

Academic Level
Undergraduate

Course Title
Advanced Culinary Skills

Description
This courses builds upon the techniques learned in the CULA 112 course. The students engage in hands on application of fabricating a variety of proteins and the utilization of the proper cooking techniques for each while practicing proper kitchen procedures and sanitation. Through understanding flavor profiles, student compose complete dishes. Restricted to Culinary students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA112 and Current ServSafe Manager's Certificate

This course is an approved AAS elective
Yes

CULA 123 - Menu Planning and Food and Beverage Cost Control

General

Academic Level
Undergraduate

Course Title
Menu Planning and Food and Beverage Cost Control

Description
The course provides students with knowledge in menu planning, design, and cost control elements in the food and beverage industry. Emphasis on creating balanced menus that are profitable, consumer driven, and nutritionally proportioned. Students will learn methods for establishing menu selection, cost control in food, beverage and labor, profit margins, selling price strategy. Truth in menu regulations and menu engineering as a marketing and merchandizing tool will also be addressed.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

CULA 225 - Global Cuisines - Americas and Asia

General

Academic Level
Undergraduate

Course Title
Global Cuisines - Americas and Asia

Description
This course presents the principles of traditional dishes in South American, United States, and Asian cuisines. Ingrediants, flavor profiles, preparations, and techniques of each cuisine are analyzed. Students will have the opportunity to prepare, taste, evaluate, and present dishes from a variety of regions. Restricted to Culinary Arts majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA118

This course is an approved AAS elective
Yes

CULA 230 - Global Cuisines

General

Academic Level
Undergraduate

Course Title
Global Cuisines

Description
This course presents the principles of traditional dishes of cuisines around Europe, South America, United States, and Asia. Ingredients, flavor profiles, preparations, techniques and cultural traditions for each region are analyzed. Students will have the opportunity to prepare, taste, evaluate, and present dishes from a variety of countries. Restricted to Culinary Arts majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA118 and Current ServSafe Managers Certificate

This course is an approved AAS elective
Yes

CULA 237 - Culinary Operations

General

Academic Level
Undergraduate

Course Title
Culinary Operations

Description
This course will focus on lunch restaurant operations, menu planning and cost control, and the non-traditional foodservice opportunities. Students will participate in a la carte service, on-site catering and banquet menu planning and cookery through development of buffets, brunches, and special events with a focus on American regional cuisine. Students will be introduced to the concepts of food trucks and retail sales. Restricted to Culinary majors.

Credit Hours

	Credit Hours Max:
12	12

Instructor Credit Hours:
16

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:16:00

Prerequistes and Corequisites
Prerequisite: CULA118 and current ServSafe Managers Certificate

This course is an approved AAS elective
Yes

CULA 245G - Culinary Arts Management Practicum

General

Academic Level
Undergraduate

Course Title
Culinary Arts Management Practicum

Description
Students will be required to complete 225 hours of practical hands-on learning at an approved on-site internship or off-site externship. Students are required to rotate through a variety of stations and to reinforce their learned lecture and lab skills. While completing the intern/externship students must submit required documentation and evaluations of their experiences. Students are required to maintain NCC culinary standards while representing the program at their host site. Restricted to Culinary Arts majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: CULA 145 and ENGL101 and curent ServSafe Managers Certificate

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

CULA 255 - Restaurant Operations

General

Academic Level
Undergraduate

Course Title
Restaurant Operations

Description
In this hands-on course, students will gain practical experience in full-menu production and restaurant service operations at Hampton Winds. Emphasis is placed on accommodating dietary needs, allergies, and nutritional cooking while exploring specialty menus. The course also introduces the principles of traditional dishes from around the world, focusing on ingredients, flavor profiles, preparation methods, and culinary techniques. Students will apply their skills by planning and executing a special event as a culminating experience. Restricted to Culinary majors.

Credit Hours

	Credit Hours Max:
12	12

Instructor Credit Hours:
16

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:16:00

Prerequistes and Corequisites
Prerequisite: CULA237

This course is an approved AAS elective
Yes

CULA 275 - Capstone - Plating and Fine Dining

General

Academic Level
Undergraduate

Course Title
Capstone - Plating and Fine Dining

Description
This course builds upon basic culinary techniques while introducing an array of unique ingredients, culinary plating methods and presentation styles. In this hands-on lab students prepare a wide variety of dishes using modern tools, technology and techniques that are used by today's chefs, in addition to exploring their different flavor profiles. Restricted to Culinary Arts majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: CULA137 and CULA123

This course is an approved AAS elective
Yes

DANC 101 - Dance History

General

Academic Level
Undergraduate

Course Title
Dance History

Description
This course introduces students to the cultural foundations, innovators, dancers, and choreographers who shaped the development of dance. The exploration of dance as an expression of cultural values throughout history will be examined. The course also surveys the purposes, functions, and manifestations of diversity in dance forms both as an artistic expression of cultural values and social contexts throughout history. CORE: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 110 - Ballet I

General

Academic Level
Undergraduate

Course Title
Ballet I

Description
Ballet I introduces the student to the principles of history and the theoretical aesthetic of ballet dance. The course will include active participation to build a technical foundation of movement through barre, center work, and across-the-floor exercises. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2.125

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 120 - Modern Dance I

General

Academic Level
Undergraduate

Course Title
Modern Dance I

Description
This course introduces the student to the principles of modern dance techniques. The course will include active participation in center work, movement across the floor, and proper alignment. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2.125

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 130 - Jazz I

General

Academic Level
Undergraduate

Course Title
Jazz I

Description
This course is designed to introduce the student to the principles of Jazz dance techniques. Instruction will include flexibility and other physiological benefits. The course will include active participation in center work, movement across the floor, and proper alignment. It will emphasize performance through both improvisation and structured choreography. Incorporated in this course is the study of Jazz dance history. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2.125

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 202 - Dance Improvisation

General

Academic Level
Undergraduate

Course Title
Dance Improvisation

Description
This course is designed to introduce students to the exploration of movement through structured movement exercises. Students will experience basic movement concepts, and build upon their personal creative expression. This course will build upon their ideas, aesthetics, proper body awareness and movement vocabulary. Student will emerge with a stronger sense of movement concepts, which will be the basis for the creation of choreography and to develop new movement.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:2.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 210 - Ballet II

General

Academic Level
Undergraduate

Course Title
Ballet II

Description
Ballet II provides the student with continued development and practice of the foundation and technique established in Ballet I. This course includes more training in introductory methods, as well as experience in advanced training at the barre, centre, traveling exercises and variations. This course includes practice in performance fundamentals and critique. A student may take this course up to two times for credit. To fulfill the Arts and Humanities requirement, students must have a total of three (3) credits. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

Lecture/Lab/Other Ratio
.5:3.5:0

Prerequistes and Corequisites
Prerequisite: DANC110

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 220 - Modern Dance II

General

Academic Level
Undergraduate

Course Title
Modern Dance II

Description
This course provides the student with continued development and practice to the principles of modern dance techniques. The course will include active participation in center work, movement across the floor, and proper alignment. Intermediate and advanced principles in diverse styles will be explored. A student may take this course two times for credit. To fulfill the Arts and Humanities requirement, students must have a total of three (3) credits. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

Lecture/Lab/Other Ratio
.5:3.5:0

Prerequistes and Corequisites
Prerequisite: DANC120

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DANC 230 - Jazz II

General

Academic Level
Undergraduate

Course Title
Jazz II

Description
This course is designed to provide the student with continued development and practice of the theory and technical training introduced in Jazz I. Longer movement combinations and more detailed spatial designs will be implemented. Instruction will include flexibility and other physiological benefits as well as provide an opportunity for creative work. The course will also introduce the fundamentals of Jazz Dance performance critique. A student may take this course two times for credit. To fulfill the Arts & Humanities requirement, students must have a total of 3 credits. Prereq.- DANC 130 or approval of instructor. Core: AH.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
4

Lecture/Lab/Other Ratio
.5:2.5:0

Prerequistes and Corequisites
Prerequisite: DANC130

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

DATS 101 - Principles of Data Science

General

Academic Level
Undergraduate

Course Title
Principles of Data Science

Description
In this course, students will examine the epicycle or the data science life cycle and how it impacts the business process. Emphasis will be given to the development of research questions, the identification and collection of data, the retrieval, cleaning, and manipulation of data and the process for identifying appropriate statistical methods for analyzing the data.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DATS 201 - Data Visualization

General

Academic Level
Undergraduate

Course Title
Data Visualization

Description
This course introduces students to essential design principles and methodologies for interactively visualizing data, understanding how visual representations are used in the analysis and interpretation of complex data, and acquiring data visualization skills for designing effective graphical representations.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DATS101

This course is an approved AAS elective
Yes

DATS 250 - Data Science Capstone

General

Academic Level
Undergraduate

Course Title
Data Science Capstone

Description
The Data Science Capstone course aims at providing students with an opportunity to integrate and apply the algorithms, methods, and tools they have learned throughout the program to solve a real-world data analysis problem that have an interdisciplinary nature. Students will conduct a project that involves the analysis of data while applying the main aspects of the data science life cycle using appropriate statistical methods for analysis. Students may work in collaboration with a local company or organization or they can create a project based on data already collected. The students will submit a consolidated report and give a presentation at the conclusion of the project. The course serves as a final preparation for students entering the profession of data science

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DATS201 and MATH 207

This course is an approved AAS elective
Yes

DENH 103 - Pre-Clinical Preventive Oral Health Services

General

Academic Level
Undergraduate

Course Title
Pre-Clinical Preventive Oral Health Services

Description
Students begin to work toward achieving client assessment and instrumentation competencies. Restricted to Dental students. This course is graded Pass/Fail.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:9:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in DENH105 and DENH106
Corequisite: DENH104

This course is an approved AAS elective
Yes

DENH 104 - Foundations of Preventive Oral Health Services

General

Academic Level
Undergraduate

Course Title
Foundations of Preventive Oral Health Services

Description
Infection control procedures, client assessment skills, dental disease prevention, dental materials and instrumentation techniques. Restricted to Dental students. Coreq. - DENH 103; Pre- or coreq. - DENH 105 and 106, both with C or better.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in DENH105 and DENH106
Corequisite: DENH103

This course is an approved AAS elective
Yes

DENH 105 - Oral Histology

General

Academic Level
Undergraduate

Course Title
Oral Histology

Description
Integration of embryological concepts with the development of the face, neck, oral structures and teeth; correlation of the histological development of the enamel, dentin, pulp, cementum and periodontal ligament with clinical dental considerations and case histories. Restricted to Dental students. Coreq. - DENH 106; Pre- or coreq.- BIOS 160.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS160
Corequisite: DENH106

This course is an approved AAS elective
Yes

DENH 106 - Oral Anatomy

General

Academic Level
Undergraduate

Course Title
Oral Anatomy

Description
The differences among the permanent and primary dentitions by comparison of crown and root morphology, eruption patterns and occlusion; detailed head and neck anatomy including osteology, muscles, nerve innervation, and blood supply; client cases to correlate theories with clinical dental hygiene therapy. Restricted to Dental students. Coreq.- DENH 105.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Corequisite: DENH105

This course is an approved AAS elective
Yes

DENH 109 - Oral Radiology Laboratory

General

Academic Level
Undergraduate

Course Title
Oral Radiology Laboratory

Description
Application of the knowledge, skills and attitudes necessary to competently expose and process diagnostically acceptable radiographs and to identify radiographic landmarks and radiographic evidence of dental disease processes. Students must demonstrate competent radiographic techniques on mannequins prior to performing supervised client exposures. Restricted to Dental students. This course is graded Pass/Fail. Formerly DENX 106. Prereq. - DENH 110 with C or better. Additional course fees: $20.00.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH110

This course is an approved AAS elective
Yes

DENH 110 - Oral Radiology

General

Academic Level
Undergraduate

Course Title
Oral Radiology

Description
Theories and principles of exposing, processing, mounting, and interpreting dental radiographs; anatomical landmarks and radiographic abnormalities; emphasis on radiation safety principles for both client and operator. Formerly DENX 505, DENX 110. Restricted to Dental students. Pre- or coreq.- DENH 105 and 106, both with C or better.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in DENH105 and DENH106

This course is an approved AAS elective
Yes

DENH 150 - Clinical Preventive Oral Health Services I

General

Academic Level
Undergraduate

Course Title
Clinical Preventive Oral Health Services I

Description
Assessment, diagnosis, planning, implementation and evaluation of dental hygiene therapies for the client with gingivitis and early periodontal disease; continued development of competency in client assessments and instrumentation. Restricted to Dental students. This course is graded Pass/Fail. Prereq. - DENH 103, 104, 106, all with C or better and CPR certification; Coreq.- DENH 109, 152, and 153. Additional course fees: $65.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:9:0

Prerequistes and Corequisites
Prerequisite: CPR certification and C or better in DENH103 and DENH104 and DENH106
Corequisite: DENH109 and DENH152 and DENH153

This course is an approved AAS elective
Yes

DENH 152 - Preventive Oral Health Services I

General

Academic Level
Undergraduate

Course Title
Preventive Oral Health Services I

Description
Foundational knowledge and skills for instrument sharpening, preventing gingivitis and dental caries; non-surgical periodontal therapies; recognizing and managing medical emergencies in the dental office; ethical issues affecting the practice of dental hygiene and dentistry. Restricted to Dental students. Prereq. - DENH 103 and 104, both with C or better and Coreq. - DENH 150 and 153.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH103 and DENH104
Corequisite: DENH150 and DENH153

This course is an approved AAS elective
Yes

DENH 153 - Periodontology

General

Academic Level
Undergraduate

Course Title
Periodontology

Description
The role of periodontal pathogens in relation to systemic diseases and the initiation and progression of gingival and periodontal diseases as they relate to: clinical signs, radiographic signs, microbiologic activity, risk factors, host immune response and pathogenesis and inflammatory response; dental hygiene therapies for gingivitis and early periodontitis. Restricted to Dental students. Prereq. - DENH 103 and 104, both with C or better; Coreq. - DENH 150 and 152.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH103 and DENH104
Corequisite: DENH150 and DENH152

This course is an approved AAS elective
Yes

DENH 154 - Oral Health Care for Medically Complex Clients and Clients with Speical Needs

General

Academic Level
Undergraduate

Course Title
Oral Health Care for Medically Complex Clients and Clients with Speical Needs

Description
Develop skills to competently assess, treatment plan and manage clients who present medically complex health histories and/or special needs. Restricted to Dental students. Prereq. - DENH 103 and 104, both with C or better; Coreq. - DENH 150, 152 and 155.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH103 and DENH104
Corequisite: DENH150 and DENH152 and DENH155

This course is an approved AAS elective
Yes

DENH 155 - General and Oral Pathology

General

Academic Level
Undergraduate

Course Title
General and Oral Pathology

Description
General principles of pathology; the specific etiology and treatment of oral manifestations of local and systemic pathological conditions; emphasis on the histological, clinical, and radiographical appearance of pathological conditions of the oral cavity; application to client assessment during clinical dental hygiene. Restricted to Dental students. Prereq. - DENH 105 and DENH 106, both with C or better.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH105 and DENH106

This course is an approved AAS elective
Yes

DENH 205 - Nutrition for the Dental Health Care Provider

General

Academic Level
Undergraduate

Course Title
Nutrition for the Dental Health Care Provider

Description
Application of principles of basic nutrition to everyday life with an emphasis on the relationship between nutrition and health and disease; emphasis on the role nutrition plans in oral health; student skills to enable them to recognize nutritionally related dental disease and to provide dietary counseling for the prevention of further progression of the disease. Formerly DENH 145. Restricted to Dental students. Prereq. - CHEM 135.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: CHEM135

This course is an approved AAS elective
Yes

DENH 206 - Local Anesthesia

General

Academic Level
Undergraduate

Course Title
Local Anesthesia

Description
Study of the anatomical, pharmacological and emergency considerations associated with the administration of local anesthesia in dentistry. Lab experiences prepare dental hygiene students to administer effective and safe infiltration and conduction anesthesia. Restricted to Dental students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1.6:0.4:0

Prerequistes and Corequisites
Prerequisites: DENH 150 and DENH 152

Corequisites: DENH 212

This course is an approved AAS elective
Yes

DENH 210 - Clinical Preventive Oral Health Services II

General

Academic Level
Undergraduate

Course Title
Clinical Preventive Oral Health Services II

Description
Continued development of competency in clinical dental hygience; emphasis on the assessment, diagnosis, planning, implementation and evaluation of dental hygiene therapies for the client with early-moderate chronic periodontal disease; introduction of new skills: impression taking, study models, ultrasonic scaling, tobacco cessation, tooth whitening and intraoral camera imaging. Restricted to Dental students. This course is graded Pass/Fail.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:12:0

Prerequistes and Corequisites
Prerequisites: Grade of Pass in (DENH 109 and 150) and C or better in (DENH 152 and DENH 153 and DENH 155 and DENH 206 and DENH 212) and restricted to Dental Hygiene majors

Corequisites: DENH 211

This course is an approved AAS elective
Yes

DENH 211 - Preventive Oral Health Services II

General

Academic Level
Undergraduate

Course Title
Preventive Oral Health Services II

Description
Foundational knowledge and skills for impression taking, study models, tooth whitening, intraoral camera imaging, ultrasonic scaling, tobacco cessation counseling; legal and progessional issues affecting the practice of dental hygiene and dentistry; reading the dental literature. Restricted to Dental students. Prereq. - DENH 152 and 153, both with C or better; Coreq. - DENH 210.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH152 and DENH153
Corequisite: DENH210

This course is an approved AAS elective
Yes

DENH 212 - Pharmacology

General

Academic Level
Undergraduate

Course Title
Pharmacology

Description
A study of properties, actions, reactions, and dosages of drugs. Special emphasis will be placed on drug therapy common to the practice of dental hygiene. Restricted to Dental students.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisites: DENH 150

Corequisites: DENH 206

This course is an approved AAS elective
Yes

DENH 220 - Community Dental Health I

General

Academic Level
Undergraduate

Course Title
Community Dental Health I

Description
Fundamentals of dental public health and oral epidemiology; introduction to school-based programs, dental health education and teaching methodologies; geriatric dentistry; students are required to participate in community-based dentral health activities. Restricted to Dental students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DENH 240 - Community Dental Health II

General

Academic Level
Undergraduate

Course Title
Community Dental Health II

Description
Biostatistics, dental epidemiology and the role of government and dental hygienists in community dental health; application of fundamentals of scientific research methodology and biostatistics to the assessment, planning, implementation and evaluation of a community based dental education program; students continue to participate in community based dental health programs as outlined in DENH 220. Restricted to Dental students. Prereq. - DENH 220 with C or better.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH220

This course is an approved AAS elective
Yes

DENH 250 - Clinical Preventive Oral Health Services III

General

Academic Level
Undergraduate

Course Title
Clinical Preventive Oral Health Services III

Description
Continued practice toward entry-level competency in clinical dental hygiene for a variety of clients; emphasis on providing comprehensive dental hygiene care for periodontally involved clients. Restricted to Dental students. This course is graded Pass/Fail. Prereq. - DENH 205, 210, 211, all with C or better. Additional course fees: $30.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:12:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH205 and DENH210 and DENH211

This course is an approved AAS elective
Yes

DENH 251 - Preventive Oral Health Services III

General

Academic Level
Undergraduate

Course Title
Preventive Oral Health Services III

Description
Assessment, diagnosis, planning, implementation and evaluation of therapies indicated for moderate to advanced periodontal disease; dental implants; amalgam finishing and polishing; ergonomics; lasers; discussion of professional issues and responsibilities of the dental hygienist. Restricted to Dental students. Prereq. - DENH 211 and Coreq. - DENH 250 with C or better.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH211
Corequisite: DENH250

This course is an approved AAS elective
Yes

DENH 251G - Preventive Oral Health Services III

General

Academic Level
Undergraduate

Course Title
Preventive Oral Health Services III

Description
Assessment, diagnosis, planning, implementation and evaluation of therapies indicated for moderate to advanced periodontal disease; dental implants; amalgam finishing and polishing; ergonomics; lasers; discussion of professional issues and responsibilities of the dental hygienist. Restricted to Dental students. Prereq-DENH 211 with C or better; Coreq-DENH 250

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DENH211
Corequisite: DENH250

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

DENH 291 - Special Studies in Dental Hygiene

General

Academic Level
Undergraduate

Course Title
Special Studies in Dental Hygiene

Description
See statement on Special Studies. Offered on demand. Restricted to Dental students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DMSG 101 - Essentials of Patient Care

General

Academic Level
Undergraduate

Course Title
Essentials of Patient Care

Description
Orientation to the hospital and sonography department; history of sonography, roles and responsibilities of the sonographer, medical ethics, HIPPA and patient confidentially, basic patient care, safety and handling, nursing procedures and medical terminology. Restricted to DMS students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DMSG 102 - Introduction to Diagnostic Medical Sonography

General

Academic Level
Undergraduate

Course Title
Introduction to Diagnostic Medical Sonography

Description
This introductory course in the field of diagnostic medical sonography discusses sonographic terminology and sonographic tissue characterization. Cross-sectional anatomy of the upper abdomen in the sagittal, transverse and coronal planes utilizes schematic images and sonographic correlation. Patient positioning, labeling of images, image orientation and basic scanning techniques are introduced. Restricted to DMS students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DMSG 103 - Introduction to Acoustical Physics

General

Academic Level
Undergraduate

Course Title
Introduction to Acoustical Physics

Description
Review of reciprocal relations, variables, powers, exponential notation, conversion of units, proportionality, fractions and percentages, logarithms, simple trig and geometry, base 10 and binary. Introduction to waves, Simple Harmonic Motion, wave motion, interference, sound, Doppler, the ray model of light, reflection and refraction, Snell's law. Restricted to DMS students. Pre- or coreq. - MATH 140. Additional course fees: $170.00. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Pre- or corequisite: MATH140

This course is an approved AAS elective
Yes

DMSG 104 - Introduction to Clinical Education

General

Academic Level
Undergraduate

Course Title
Introduction to Clinical Education

Description
Students will be introduced to the clinical environment and will observe and assist with the performance of various sonographic imaging procedures that they have practiced in the sonography lab. The focus of this course is acquisition of basic clinical skills, professionalism, and ability to follow hospital procedures and policies. This course will encompass 120 hours of clinical education. Restricted to DMS students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DMSG 105 - Acoustic Physics and Instrument I

General

Academic Level
Undergraduate

Course Title
Acoustic Physics and Instrument I

Description
This course introduces students to basic acoustical physics, principles of ultrasound instruments, modes of operation, operator control options, frequency selection, and echogenic properties; emphasis on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission, and resolution of sound beams. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: MATH140

This course is an approved AAS elective
Yes

DMSG 106 - Vascular Technology - Anatomy, Physiology, Imaging & Critique I

General

Academic Level
Undergraduate

Course Title
Vascular Technology - Anatomy, Physiology, Imaging & Critique I

Description
This introductory course will expose the learner to the fundamental principles of diagnostic testing of the cerebrovascular and peripheral vascular systems. Topics that will be emphasized include extracranial cerebrovascular imaging, non-invasive peripheral arterial and venous testing. Identification of relevant normal anatomy, pathology, and hemodynamics are explored utilizing B-mode, color flow Doppler, and spectral Doppler waveform analysis. Pre- or Co-req: BIOS 204. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 107 - Principles of Cardiovascular Technology

General

Academic Level
Undergraduate

Course Title
Principles of Cardiovascular Technology

Description
This introductory course will expose the learner to cardiovascular anatomy and physiology. Disease processes will be covered including atherosclerosis, electrical abnormalities and structural abnormalities. Presentation of a broad spectrum of invasive and noninvasive diagnostic procedures used to assess the cardiovascular system will be discussed including the appropriate application of sonographic techniques.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG106

This course is an approved AAS elective
Yes

DMSG 109 - Introduction to the Cardiovascular System

General

Academic Level
Undergraduate

Course Title
Introduction to the Cardiovascular System

Description
This introductory course covers the anatomic, physiologic and hemodynamic functions of the cardiovascular system. Topics include the embryologic development of the cardiovascular system, anatomical and physiological characteristics, heart sounds, biophysics of the cardiac cell, cardiac pumping action and its regulation, cardiovascular hemodynamics, coronary blood flow, systemic and pulmonary circulations, and the control of regional circulation. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 110 - Abdominal Sonography-A&P, I&C I

General

Academic Level
Undergraduate

Course Title
Abdominal Sonography-A&P, I&C I

Description
Human anatomy in the transverse, longitudinal, and coronal planes with emphasis on the organs in the abdomen and pelvic cavity; extensive study of the disease processes and physiological alterations; sonographic methods to visualize adult and pediatric abdomens; normal variants, congenital anomalies, physiology, and related laboratory tests; technical information including procedural and scanning techniques. Restricted to DMS students. Prereq. - BIOS 204; Pre- or coreq. - BIOS 254. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: BIOS204
Pre- or corequisite: BIOS254

This course is an approved AAS elective
Yes

DMSG 111 - Cardiac Pharmacology

General

Academic Level
Undergraduate

Course Title
Cardiac Pharmacology

Description
This course is designed to provide the cardiac sonography student with a foundation of the principles of cardiovascular pharmacology and therapeutics. Classification of medications, modes of action, indications, contraindications, and their effect on the cardiovascular system and cardiac patients will be examined. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 113 - Non-Invasive Cardiac Testing/ ECG

General

Academic Level
Undergraduate

Course Title
Non-Invasive Cardiac Testing/ECG

Description
This course provides instruction in cardiac anatomy and physiology, electrophysiology, basic Electrocardiogram (ECG) interpretation, and arrhythmia recognition. Additionally, this course discusses 12 Lead ECG interpretation specifically related to acute coronary syndrome. A foundation in the basic principles of electrocardiography is provided. An overview of the theory and diagnostic techniques utilized by technologists in a noninvasive laboratory is presented. An emphasis is placed on the development of a systematic approach to electrocardiographic interpretation, dysrhythmia analysis, exercise stress testing, Holter monitoring, nuclear medicine procedures, and pacemaker evaluation. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 114 - Gynecologic Sonography- Anatomy, Physiology, Imaging & Critique

General

Academic Level
Undergraduate

Course Title
Gynecologic Sonography- Anatomy, Physiology, Imaging & Critique

Description
This introductory course will expose the learner to the fundamental principles of gynecological anatomy, including clinical applications and sonographic methods to visualize pelvic organs, the nongravid uterus, adnexa and related structures. Emphasis will be placed on comparison of normal sonographic patterns with identification of pathology, physiology, differentials, and correlation with lab test and related organ development. Technical information including procedural and scanning techniques will be explored. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 115 - Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique I

General

Academic Level
Undergraduate

Course Title
Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique I

Description
This introductory course will expose the learner to obstetrical anatomy, clinical applications and sonographic methods to visualize the pregnant uterus and related structures in the first, second and third trimesters. Topics will include comparison of normal sonographic patterns with identification of pathology, physiology, differentials, and correlation with lab test and related organ development in the first trimester and normal fetal development in the second and third trimesters. Sonographic methods to calculate the biparietal diameter, head circumference, abdominal circumference and extremity measurements will be emphasized. Additional topics include assessment of normal fetal and extra-fetal structures Technical information including procedural and scanning techniques will be explored. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG 114 and BIOS 204
Pre- or corequisite: BIOS254

This course is an approved AAS elective
Yes

DMSG 117 - Cardiac Procedures Clinical Education

General

Academic Level
Undergraduate

Course Title
Cardiac Procedures Clinical Education

Description
This introductory clinical experience in the cardiac health care setting builds upon the foundation provided by classroom lectures regarding noninvasive cardiac procedures and includes vital signs, heart sounds, 12 lead ECG, Holter monitoring, pacemaker evaluation, and exercise stress testing. This clinical rotation provides the students the opportunity to practice and demonstrate skills of the various diagnostic and testing measures in a standard cardiovascular laboratory. This course will encompass 120 hours of clinical education. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites
Prerequisite: C or better in DMSG101 and DMSG109

This course is an approved AAS elective
Yes

DMSG 119 - Cardiac Pathophysiology I

General

Academic Level
Undergraduate

Course Title
Cardiac Pathophysiology I

Description
This course introduces students to the cardiovascular system and provides them with an overview of various cardiac diseases. This course enables students to understand the field of cardiology by covering basic pathophysiologic concepts that include clinical signs and symptoms, physical examination results, and related diagnostic tests. In addition, this course presents a correlation between cardiac diseases and other general patient illnesses; diagnostic procedures to assess the status of cardiac disease that focus on signs, symptoms, disease processes; and diagnostic and therapeutic treatment options. Students are prepared to communicate effectively with members of the health care team utilizing appropriate medical terminology and cardiology medical terminology. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in BIOS254

This course is an approved AAS elective
Yes

DMSG 122 - Vascular Clinical Education I

General

Academic Level
Undergraduate

Course Title
Vascular Clinical Education I

Description
This course is a hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Observation, assistance and performance of vascular sonographic examinations and tests, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 112 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites
Prerequisite: C or better in DMSG104

This course is an approved AAS elective
Yes

DMSG 123 - Abdominal & Vascular Clinical Education I

General

Academic Level
Undergraduate

Course Title
Abdominal & Vascular Clinical Education I

Description
This course is a hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Observation, assistance and performance of sonographic examinations and tests including vascular, abdominal and superficial structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 240 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG104

This course is an approved AAS elective
Yes

DMSG 124 - Clinical Education I

General

Academic Level
Undergraduate

Course Title
Clinical Education I

Description
Application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed diagnostic medical sonographer; emphasis on liver, pancreas, gallbladder, superficial structures, pelvis, gravid and non-gravid uterus and related structures; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 240 clinical hours. Restricted to DMS students. Prereq. - DMSG104 with C- or better. Offered spring semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG104

This course is an approved AAS elective
Yes

DMSG 125 - Section Anatomy for Medical Imagers

General

Academic Level
Undergraduate

Course Title
Section Anatomy for Medical Imagers

Description
Human anatomy in the transverse, longitudinal, and coronal planes with application to sonography and other imaging modalities in radiology. Restricted to Radiography and Sonography students. Runs with RADT 125. Prereq. - BIOS 204; Pre- or coreq. - BIOS 254. Offered fall semester only. Offered spring semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: BIOS204
Pre- or corequisite: BIOS254

This course is an approved AAS elective
Yes

DMSG 127 - Cardiac Procedures I

General

Academic Level
Undergraduate

Course Title
Cardiac Procedures I

Description
This course introduces students to concepts of cardiac imaging: diagnostic, qualitative, and quantitative ultrasound techniques, orthogonal planes, 2D, M-Mode, color Doppler and Doppler Echocardiography. Cardiac hemodynamics for valvular diseases are reviewed, including the relationship to cardiac anatomy, physiology, and cardiovascular function parameters. The laboratory component of the course introduces echocardiography examinations, including proper body mechanics, proper scanning techniques, image acquisition, image optimization, probe manipulation, storage and manipulation of data, and programmatic reporting and quantitative evaluation methods used to evaluate cardiac pathologies. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG109

This course is an approved AAS elective
Yes

DMSG 129 - Intravenous Insertion Techniques

General

Academic Level
Undergraduate

Course Title
Intravenous Insertion Techniques

Description
This course will provide the sonography student with the topical information and practical skills for inserting peripheral intravenous lines for the application of contrast agents. The guidelines and standards for practice of intravenous contrast is delineated in the Scope of Practice and Clinical Standards for Diagnostic Medical Sonographers. Restricted to DMS students or with approval by the instructor.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

DMSG 155 - Acoustic Physics and Instrument II

General

Academic Level
Undergraduate

Course Title
Acoustic Physics and Instrument II

Description
Continuation of acoustical physics; interaction of ultrasound production and display, various transducer designs and construction, quality assurance/control, bioeffects, image artifacts, techniques for recording static and dynamic images, methods of color flow, Doppler principles, and hemodynamics. Restricted to DMS students. Prereq. - DMSG 105 with C- or better. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG105

This course is an approved AAS elective
Yes

DMSG 160 - Abdominal Sonography-A&P, I&C II

General

Academic Level
Undergraduate

Course Title
Abdominal Sonography-A&P, I&C II

Description
Advanced study of human anatomy in the transverse, longitudinal, and coronal planes with emphasis on the organs in the abdomen and pelvic cavity; extensive study of the disease processes and physiological alterations; sonographic methods to visualize adult and pediatric abdomens; normal variants, congenital anomalies, physiology, and related laboratory tests; technical information including procedural and scanning techniques. Restricted to DMS students. Prereq.- DMSG 110 with C- or better. Offered fall semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG110

This course is an approved AAS elective
Yes

DMSG 172 - Vascular Clinical Education II

General

Academic Level
Undergraduate

Course Title
Vascular Clinical Education II

Description
This course is a continued hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Independent scanning and performance of tests when competency has been demonstrated with emphasis on vascular structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 224 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG122

This course is an approved AAS elective
Yes

DMSG 173 - Abdominal & Vascular Clinical Education II

General

Academic Level
Undergraduate

Course Title
Abdominal & Vascular Clinical Education II

Description
This course is a continued hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Independent scanning and performance of tests when competency has been demonstrated with emphasis on vascular, abdominal and superficial structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 240 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG123

This course is an approved AAS elective
Yes

DMSG 174 - Clinical Education II

General

Academic Level
Undergraduate

Course Title
Clinical Education II

Description
Continued application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed diagnostic medical sonographer with independent scanning when competency has been demonstrated; emphasis on liver, pancreas, GB, superficial parts, pelvic areas, pregnant uterus, and related structures; production and interpretation of normal and pathologic sonograms of each area; film critique a critical component. This course will encompass 240 hours of clinical education. Restricted to DMS students. Prereq. - DMSG124 with C- or better. Offered summer only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG124

This course is an approved AAS elective
Yes

DMSG 175 - Cardiac Clinical Education I

General

Academic Level
Undergraduate

Course Title
Cardiac Clinical Education I

Description
This course is the application of sonographic procedures in an echocardiography lab in hospital or outpatient setting under the supervision of a credentialed diagnostic medical sonographer with independent scanning when competency has been demonstrated. Emphasis is placed on professionalism and clinical skills needed to perform and provide diagnostic information necessary for the evaluation of cardiac disease. Students will synthesize learning from didactic, laboratory, and instrumentation courses to prepare patients for the cardiac ultrasound examination, enter patient data and perform normal and abnormal studies under the direct supervision of the clinical instructor. Throughout this 112-hour clinical rotation, emphasis is placed on developing the student's interpersonal skills with patients and staff. Students will log daily scans. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG 117

This course is an approved AAS elective
Yes

DMSG 182 - Vascular Clinical Education III

General

Academic Level
Undergraduate

Course Title
Vascular Clinical Education III

Description
This course is a hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Observation, assistance and performance of sonographic examinations and tests including vascular system and vascular structures following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 448 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:32

Prerequistes and Corequisites
Prerequisite: C or better in DMSG172

This course is an approved AAS elective
Yes

DMSG 215G - Small Parts and Special Topics

General

Academic Level
Undergraduate

Course Title
Small Parts and Special Topics

Description
Application and use of ultrasound in the imaging of superficial organs and structures such as the thyroid and parathyroid glands, breasts, extremities, and scrotum; histologic aspects of various pathological conditions correlated with acoustical properties and ultrasound characteristics. Recent applications, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Restricted to DMS students. Prereq. - ENGL101. Core: WI. Offered spring semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

DMSG 223 - Abdominal & Vascular Clinical Education III

General

Academic Level
Undergraduate

Course Title
Abdominal & Vascular Clinical Education III

Description
This course is a continued hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Independent scanning and performance of tests when competency has been demonstrated with emphasis on vascular, abdominal and superficial structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. This course encompasses 240 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG173

This course is an approved AAS elective
Yes

DMSG 224 - Clinical Education III

General

Academic Level
Undergraduate

Course Title
Clinical Education III

Description
Continued application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed diagnostic medical sonographer; emphasis on identification of pathology, and sonography of abdominal, small parts, and obstetrical-gynecological structures; rotations in the practice of peripheral vascular exams and other specialties within the field may be arranged; film critique a critical component. Independent scanning may take place when competency has been demonstrated. This course will encompass 240 hours of clinical education. Restricted to DMS students. Prereq. - DMSG174 with C- or better. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in DMSG174

This course is an approved AAS elective
Yes

DMSG 225 - Cardiac Clinical Education II

General

Academic Level
Undergraduate

Course Title
Cardiac Clinical Education II

Description
This course is a continued hands-on clinical application practice of cardiac ultrasound in an echocardiography laboratory focusing on identification and documentation of cardiac pathology. Under supervision, students practice the clinical skills necessary to perform advanced techniques and specialty applications in acquired and congenital disease states. Film critique is a critical component. Independent scanning may take place when competency has been demonstrated. Students will also observe and assist with stress echocardiography and transesophageal echo. This clinical rotation consists of 336 clinical hours and will include pediatric and adult congenital rotations. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:32

Prerequistes and Corequisites
Prerequisite: C or better in DMSG175

This course is an approved AAS elective
Yes

DMSG 232 - Vascular Clinical Education IV

General

Academic Level
Undergraduate

Course Title
Vascular Clinical Education IV

Description
This course is a continued hands-on application of sonographic scanning procedures in a hospital

or outpatient setting under the supervision of an appropriately credentialed technologist. Independent scanning and performance of tests when competency has been demonstrated with emphasis on vascular structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. Independent scanning may take place when competency has been demonstrated. This course encompasses 336 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG182

This course is an approved AAS elective
Yes

DMSG 233 - Abdominal & Vascular Clinical Education IV

General

Academic Level
Undergraduate

Course Title
Abdominal & Vascular Clinical Education IV

Description
This course is a continued hands-on application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed technologist. Independent scanning and performance of tests when competency has been demonstrated with emphasis on vascular, abdominal and superficial structures, following sonographic examination protocols; production and interpretation of normal and pathological sonograms of each area; film critique a critical component. Independent scanning may take place when competency has been demonstrated. This course encompasses 360 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG223

This course is an approved AAS elective
Yes

DMSG 234 - Clinical Education IV

General

Academic Level
Undergraduate

Course Title
Clinical Education IV

Description
Continued application of sonographic scanning procedures in a hospital or outpatient setting under the supervision of an appropriately credentialed diagnostic medical sonographer; emphasis on identification of pathology, and sonography of abdominal, small parts, and obstetrical-gynecological structures; rotations in the practice of peripheral vascular exams and other specialties within the field may be arranged; film critique a critical component. Independent scanning may take place when competency has been demonstrated. This course will encompass 360 hours of clinical education. Restricted to DMS students. Prereq. - DMSG224 with C- or better. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG224

This course is an approved AAS elective
Yes

DMSG 235 - Introduction to Vascular Sonography

General

Academic Level
Undergraduate

Course Title
Introduction to Vascular Sonography

Description
This introductory course will expose the learner to the fundamental principles of diagnostic testing of the cerebrovascular and peripheral vascular systems. Topics that will be emphasized include extracranial cerebrovascular imaging, non-invasive peripheral arterial and venous testing. Identification of relevant normal anatomy, pathology, and hemodynamics are explored utilizing B-mode, color flow Doppler, and spectral Doppler waveform analysis. Restricted to DMS students. Offered spring semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DMSG 237 - Vascular Technology- Anatomy, Physiology, Imaging & Critique II

General

Academic Level
Undergraduate

Course Title
Vascular Technology- Anatomy, Physiology, Imaging & Critique II

Description
This course is an advanced study of Diagnostic Vascular Sonography designed to further enhance the student's ability to evaluate proper scanning protocols, methodology, and image evaluation in a vascular sonography setting. There is a high emphasis on hemodynamics and vascular pathology to build on the basic framework of vascular sonography to prepare students to adequately and safely perform vascular ultrasound testing in the field of ultrasound at a higher level. Restricted to DMS students or students who are ARDMS certified.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG106
Pre- or corequisite: BIOS254

This course is an approved AAS elective
Yes

DMSG 239 - Vascular Ultrasound Special Topics

General

Academic Level
Undergraduate

Course Title
Vascular Ultrasound Special Topics

Description
This course covers the application and use of ultrasound in the imaging of advanced and non-traditional vascular pathology encountered in a clinical setting. The course incudes analysis and critique of published journal reviews. This course examines recent applications, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG237

This course is an approved AAS elective
Yes

DMSG 239G - Vascular Ultrasound Special Topics

General

Academic Level
Undergraduate

Course Title
Vascular Ultrasound Special Topics

Description
This course covers the application and use of ultrasound in the imaging of advanced and non-traditional vascular pathology encountered in a clinical setting. The course incudes analysis and critique of published journal reviews with an emphasis placed on written communication through research, preparation of a literature review and thesis, and the development of a paper to be shared with peers. Recent applications, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student will be examined. This is a writing intensive course. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in DMSG237) and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

DMSG 241 - Vascular Pathophysiology

General

Academic Level
Undergraduate

Course Title
Vascular Pathophysiology

Description
This course covers the application and use of ultrasound in the imaging of advanced and non-traditional vascular pathology encountered in a clinical setting. The course incudes analysis and critique of published journal reviews. This course examines recent applications, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG237

This course is an approved AAS elective
Yes

DMSG 242 - Vascular Clinical Education V

General

Academic Level
Undergraduate

Course Title
Vascular Clinical Education V

Description
This course is the final period of clinical study. The student will demonstrate full competency and progress to full independence under the supervision of an appropriately credentialed technologist. Emphasis is placed on identification of pathology and sonography of the vascular system and vascular structures. Film critique is a critical component. This course encompasses 336 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG232

This course is an approved AAS elective
Yes

DMSG 243 - Abdominal & Vascular Clinical Education V

General

Academic Level
Undergraduate

Course Title
Abdominal & Vascular Clinical Education V

Description
This course is the final period of clinical study. The student will demonstrate full competency and progress to full independence under the supervision of an appropriately credentialed technologist. Emphasis is placed on identification of pathology and sonography of vascular, abdominal and superficial structures. Film critique is a critical component. This course encompasses 360 clinical hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:40

Prerequistes and Corequisites
Prerequisite: C or better in DMSG233

This course is an approved AAS elective
Yes

DMSG 244 - Clinical Education V

General

Academic Level
Undergraduate

Course Title
Clinical Education V

Description
Final period of clinical study; student to demonstrate full competency and progress to full independence under the supervision of an appropriately credentialed diagnostic medical sonographer; emphasis on identification of pathology, and sonography of abdominal, small parts, and obstetrical-gynecological areas; rotations in the practice of peripheral vascular exams and other specialties within the field may be arranged; film critique a critical component. This course will encompass 360 hours of clinical education. Restricted to DMS students. Prereq. - DMSG234 with C- or better. Offered summer only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG234

This course is an approved AAS elective
Yes

DMSG 245 - Cardiac Clinical Education V

General

Academic Level
Undergraduate

Course Title
Cardiac Clinical Education V

Description
This is the final period of supervised clinical study in an echocardiography laboratory. The students will demonstrate full competency and progress to full independence under the supervision of a credentialed cardiac sonographer. Image critique is a critical component. There is continued emphasis on professionalism and clinical skills needed to perform and provide diagnostic information necessary for the evaluation of cardiac disease. This course will encompass 448 hours of clinical education. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:32

Prerequistes and Corequisites
Prerequisite: C or better in DMSG258

This course is an approved AAS elective
Yes

DMSG 251 - Cardiac Pathophysiology II

General

Academic Level
Undergraduate

Course Title
Cardiac Pathophysiology II

Description
This course builds on content from Cardiac Pathophysiology I and emphasizes the analysis and assessment of abnormal cardiac anatomy, physiology, and pathophysiology with an emphasis on those found in pediatric and congenital cardiovascular disease states. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG119

This course is an approved AAS elective
Yes

DMSG 253 - Cardiac Procedures II

General

Academic Level
Undergraduate

Course Title
Cardiac Procedures II

Description
This course will review cardiac procedures beyond the standard echocardiogram. Topics include exercise stress echo, dobutamine stress echocardiogram, transesophageal echocardiography (TEE), contrast agents, saline bubble studies, cardiac catheterization and its correlation to echo, echocardiograms in the operating room, devices, left ventricular assist device (LVAD), Point of Care Ultrasound (POCUS) and more. The lab setting will continue hands-on practice using the non-dominant hand for scanning, reviewing proper technique and procedures, and fine-tuning motor skills and muscle memory, in a controlled setting. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG127

This course is an approved AAS elective
Yes

DMSG 255G - Echocardiography Seminar and Capstone Project

General

Academic Level
Undergraduate

Course Title
Echocardiography Seminar and Capstone Project

Description
This final semester course aids students in applying the knowledge and skills learned in their previous cardiac sonography courses and clinical internships through exploration of a research topic and preparation for the ARDMS credentialing board examination in adult echocardiography. Anatomy, physiology, patient care, clinical signs and symptoms, correlation with other diagnostic testing and sonographic presentation of normal, abnormal variants and pathologies will be reviewed. Students will participate in discussions and activities utilizing critical thinking and problem-solving skills and will learn research methodology to create a literature review and analyze data. Mock exams will be employed for registry preparation. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: (C or better DMSG253) and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

DMSG 257 - Cardiac Clinical Education III

General

Academic Level
Undergraduate

Course Title
Cardiac Clinical Education III

Description
This course is a continued hands-on application of cardiac sonographic scanning procedures in an echocardiography laboratory focusing on identification and documentation of cardiac pathology. Under supervision, students practice the clinical skills necessary to perform advanced techniques and specialty applications in acquired and congenital disease states. Throughout the clinical rotation, emphasis is placed on developing the student's interpersonal skills with patients and staff. Image critique is a critical component. Independent scanning may take place when competency has been demonstrated. This course encompasses 336 clinical education hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in DMSG 225

This course is an approved AAS elective
Yes

DMSG 258 - Cardiac Clinical Education IV

General

Academic Level
Undergraduate

Course Title
Cardiac Clinical Education IV

Description
This course is a continued hands-on application of cardiac sonographic scanning procedures in an echocardiography laboratory focusing on identification and documentation of cardiac pathology. Under supervision, students practice the clinical skills necessary to perform advanced techniques and specialty applications in acquired and congenital disease states. Throughout the clinical rotation, emphasis is placed on developing the student's interpersonal skills with patients and staff. Image critique is a critical component. Independent scanning may take place when competency has been demonstrated. This course encompasses 112 clinical education hours. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites
Prerequisite: C or better in DMSG 257

This course is an approved AAS elective
Yes

DMSG 263 - Advanced Techniques in Obstetrical Scanning

General

Academic Level
Undergraduate

Course Title
Advanced Techniques in Obstetrical Scanning

Description
This advanced fetal imaging lab course builds on the basic framework of obstetrical scanning to further enhance the students ability to perform higher level fetal ultrasound exams. There is an emphasis on fetal anatomical survey, biophysical profile, echocardiography, 3-D and 4-D imaging and problem solving challenges in fetal scanning. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG265

This course is an approved AAS elective
Yes

DMSG 265 - Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique II

General

Academic Level
Undergraduate

Course Title
Obstetrical Sonography- Anatomy, Physiology, Imaging and Critique II

Description
This course is an advanced study of Diagnostic Obstetrical Sonography designed to further enhance the student's ability to evaluate proper scanning protocols, methodology and image evaluation in a obstetrical sonography setting. There is a high emphasis on contemporary fetal growth assessment by growth series examinations, scanning techniques related to amniotic fluid index and the biophysical profile. Additional topics include assessment of normal and anomalous fetal and extra-fetal structures, complications of the pregnant parent, invasive testing, fetal echocardiography and the use of 3D and 4D. Lab will be utilized to apply and practice didactic knowledge. Restricted to DMS students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in DMSG115

This course is an approved AAS elective
Yes

DSTL 101 - Foundations of Distillation Operations

General

Academic Level
Undergraduate

Course Title
Foundations of Distillation Operations

Description
This course is an overview of the distillation process to include; industry terms, distillation history, equipment needed for distillation, identification of major spirits, and craft spirit production. Must be at least 18 years old to register for the class.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2.5:1:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

DSTL 111 - Quality Control and Beverage Sensory Analysis

General

Academic Level
Undergraduate

Course Title
Quality Control and Beverage Sensory Analysis

Description
This course covers the sensory analysis of the major spirit categories using appearance, aroma, and tasting for identification. Must be at least 18 years old to register for the class. Prerequisite: DSTL 101

Credit Hours

	Credit Hours Max:
1.5	1.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites
Prerequisite: DSTL101

This course is an approved AAS elective
Yes

DSTL 121 - Craft Beverage Compliance

General

Academic Level
Undergraduate

Course Title
Craft Beverage Compliance

Description
This course covers beverage compliance through the initial process of opening a distillery to required reports. Students will learn initial steps of operating a licensed distillery, the importance of proper documentation for compliance, interpreting government compliance, and reporting all required material for governing bodies. Must be at least 18 years old to register for the class. Prerequisite: DSTL 101

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2.5:1:0

Prerequistes and Corequisites
Prerequisite: DSTL101

This course is an approved AAS elective
Yes

DSTL 131 - Distillery and Maturation Operations

General

Academic Level
Undergraduate

Course Title
Distillery and Maturation Operations

Description
This course exposes students to distillery operations from grain to bottling. Students will complete craft distillation through a lab experience. Must be at least 18 years old to register for the class. Prerequisite: DSTL 101

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: DSTL101

This course is an approved AAS elective
Yes

EARL 101 - Introduction to Early Childhood

General

Academic Level
Undergraduate

Course Title
Introduction to Early Childhood

Description
This course provides an introduction to child development theories and milestones from prenatal to age 9 in the context of cultural and developmental variations. Students learn inclusive teaching skills and strategies including English Language Learners (ELL). Students identify the value of developing respectful, reciprocal relationships with families and community partners to support learning. Art as a Way of Learning® (AWL) as a curriculum framework is introduced. Professional conduct in the context of the NAEYC Code of Ethics is also explored. Observational field experience hours outside of class are required. CDA Students must complete and return the “Participation Form” the first week. This ensures CPSL requirements per Department of Human Services and OCDEL.

This course provides students with 40 hours of training and resource collection items to create the portfolio required by the council for professional recognition to apply for the Child Development Associate Credential.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

EARL 102 - Introduction to School Age Child Care

General

Academic Level
Undergraduate

Course Title
Introduction to School Age Child Care

Description
Students use observation and assessment to learn about the development of children and youth; and to plan school-age programs, including effective interaction strategies and appropriate learning/recreation environments that support the development, ability and interest of each youth. Assignments require access to school-age child care programs. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EARL 103 - Society and the School Age Child

General

Academic Level
Undergraduate

Course Title
Society and the School Age Child

Description
Students learn about the role of families, communities and culture in the development of children and youth. Dominant theories of children's social-emotional development, crises in children's lives, and developmentally appropriate responses will be introduced. Family communication and support, cultural competence, the importance of inclusive teaching practices and respect for diversity are central themes. Assignments require access to school-age child care programs. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EARL 104 - School Age Child Care Professional

General

Academic Level
Undergraduate

Course Title
School Age Child Care Professional

Description
Students learn to use the professions' Code of Ethics and Standards as a basis for developing a professional identity. Management and leadership skills required for working collaboratively to ensure a quality program, and advocacy skills for improving the condition of before and after schoool programs are included. Assignments require access to school-age child care programs. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EARL 106 - Early Childhood Development and Learning

General

Academic Level
Undergraduate

Course Title
Early Childhood Development and Learning

Description
This course provides an introduction to child development theories and milestones from prenatal to age 9 in the context of cultural and developmental variations. Students learn inclusive teaching skills and strategies including English Language Learners (ELL). Students identify the value of developing respectful, reciprocal relationships with families and community partners to support learning. Art as a Way of Learning® (AWL) as a curriculum framework is introduced. Professional conduct in the context of the NAEYC Code of Ethics are also explored. Observational field experience hours outside of class are required. Early childhood majors must complete and submit clearance paperwork as required by the Pennsylvania Department of Education.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EARL 107 - Early Childhood Observation and Assessment

General

Academic Level
Undergraduate

Course Title
Early Childhood Observation and Assessment

Description
Students learn methods of observing, documenting, and assessing children's learning from Birth to age 9 in the context of cultural and developmental variations. Students are introduced to learning standards and assessment tools for evaluating safe, healthy indoor and outdoor learning environments integrating Universal Design for Learning (UDL). Students learn how to use the Art as a Way of Learning® (AWL) framework to observe and assess children's learning and development. Ethical and equitable practices in assessment are an area of focus. Observational field experience hours outside of class are required. Early childhood majors must complete and submit clearance paperwork as required by the Pennsylvania Department of Education. Pre- or Co-req.-EARL 106 with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in EARL 106

This course is an approved AAS elective
Yes

EARL 126 - Early Childhood Arts

General

Academic Level
Undergraduate

Course Title
Early Childhood Arts

Description
Students learn about children's artistic development within the context of cultural, linguistic, and ability diversity. The arts, as a symbol system for representing and constructing meaning, is a key focus area for the course. Students will work in ECE classrooms to create and implement standards-based arts learning experiences and environments using evidence-based practices and Universal Design for Learning (UDL). Students explore children's artistic development and learn to build reciprocal partnerships with families, professionals, arts specialists and arts organizations in order to support each child's learning. Weekly field experience hours are required outside of class time. To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Prereq.-EARL 106 and EARL 107, both with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106 and EARL107

This course is an approved AAS elective
Yes

EARL 128 - Infant-Toddler Development and Learning

General

Academic Level
Undergraduate

Course Title
Infant-Toddler Development and Learning

Description
Students learn about developmental theories and milestones for children ages 0 to 3 within cultural, linguistic, and abilities diverse contexts. An introduction to brain development, trauma-informed practices, learning standards and Art as a Way of Learning (AWL) provide a foundation for planning responsive curriculum. Students explore culturally responsive approaches to teaching and learning, and evaluate healthy and safe indoor and outdoor learning environments through the lens of Universal Design for Learning (UDL). Weekly field experience hours are required outside of class time. To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Prereq.-EARL 106 and EARL 107, both with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106 and EARL107

This course is an approved AAS elective
Yes

EARL 160 - Child Care Health Advocate

General

Academic Level
Undergraduate

Course Title
Child Care Health Advocate

Description
This course prepares the Child Care Practitioner to function in the role of a Child Care Health Advocate (CCHA), and will address 15 different health and safety modules as a resource for child care directors, teachers, assistant teachers, and child care practitioners. The CCHA that will be working in a child care setting will learn to assess, identify, and prioritize health and safety needs of children and staff. The participant learns their role in participating in health and safety activities to ensure activities occur in their facility. This course will also link the CCHA in a child care setting with a registered nurse child care health consultant. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EARL 208 - Math in Early Childhood

General

Academic Level
Undergraduate

Course Title
Math in Early Childhood

Description
Students learn theories and stages of cognitive development within the context of cultural, linguistic, and ability diversity. They learn about children's use of math as a language to represent, construct, problem-solve and reason within the Art as a Way of Learning (AWL) framework. Students create and implement standards-based math learning experiences and environments using evidence based practices, including Universal Design for Learning. Students assess children's learning and build reciprocal partnerships with families and professionals; they use community resources to support children's growth and development. Weekly field experience hours are required outside of class time. To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Prereq.-EARL 106 and EARL 107, both with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106 and EARL107

This course is an approved AAS elective
Yes

EARL 216 - Language and Literacy in Early Childhood

General

Academic Level
Undergraduate

Course Title
Language and Literacy in Early Childhood

Description
Students learn literacy standards and stages of children's language development within the context of cultural, linguistic and ability diversity. They learn about children's use of language for representing and constructing meaning within the Art as a Way of Learning (AWL) framework. Students create and implement standards-based literacy learning experiences and environments using evidence based practices emphasizing Universal Design for Learning. Students assess children's learning and build reciprocal partnerships with families and professionals; they use community resources to support children's language and literacy growth and development. Weekly field experience hours are required outside of class time. To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Prereq.-EARL 106 and EARL 107 with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106 and EARL107

This course is an approved AAS elective
Yes

EARL 217 - Child, Family and Community

General

Academic Level
Undergraduate

Course Title
Child, Family and Community

Description
Students learn about the role of families, communities, and culture in the development of children from 0 to age 9 in the context of CLAD (Culture, Language and Ability Diversity). They examine family systems theory and children's social emotional development. Educational issues related to diversity, equity, and inclusion are integrated across the course with an emphasis on the need to build family relationships and community connections. Students are introduced to sources of evidence based practice to advocate for all children and families. Includes the development of professional competencies related to teaching English Language Learners (ELL). To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Successful completion of EARL 107 is recommended.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106

This course is an approved AAS elective
Yes

EARL 218 - Science in Early Childhood

General

Academic Level
Undergraduate

Course Title
Science in Early Childhood

Description
Students learn about the development of children's scientific thinking through the lens of cultural, linguistic, and ability diverse contexts. They learn that science is the study of the physical and natural world through observation and experimentation within the Art as a Way of Learning (AWL) framework. Students create and implement standards-based science learning experiences and environments using evidence based practice, including Universal Design for Learning (UDL). Students assess children's learning and build reciprocal partnerships with families and professionals; they use community resources to support children's scientific thinking. Weekly field experience hours are required outside of class time. To meet Pennsylvania department of education guidelines, students must have completed clearance paperwork on file with the department. Prereq.-EARL 106 and EARL 107, both with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in EARL106 and EARL107

This course is an approved AAS elective
Yes

EARL 231 - Organizing and Administration of Early Child Programs

General

Academic Level
Undergraduate

Course Title
Organizing and Administration of Early Child Programs

Description
Application of child development knowledge, state regulations and national standards to organization and administration of high quality early childhood programs; to collaborate with families, school districts and communities and to engage in strategic planning. Designed for current and future directors of child care/child development centers, Head Start programs and community-based pre-kindergarten and kindergarten programs. Prereq. - 15 credits in Early Childhood Education or departmental approval. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: 15 credits in Early Childhood Education or departmental approval

This course is an approved AAS elective
Yes

EARL 232 - Leadership Seminar in Early Child Education

General

Academic Level
Undergraduate

Course Title
Leadership Seminar in Early Child Education

Description
Focus on program director's leadership role in creating environment that supports professionalism, ethics, advocacy, strategic planning, and leadership development for self, staff, and board members. Survey of current issues, trends, problems, and resources related to education and care of young children. Designed for current and future directors and owners of community child care/ child development programs, Head Start programs, and pre-kindergarten programs. Prereq. - 15 credits in Early Childhood Education/Child Development, or department approval. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: 15 credits in Early Childhood Education/ Child Development or departmental approval

This course is an approved AAS elective
Yes

EARL 233 - The Business of Early Learning and School-Age Programs

General

Academic Level
Undergraduate

Course Title
The Business of Early Learning and School-Age Programs

Description
This course provides an introduction to business practices unique to Directors running early learning/school-age programs. Content includes fiscal management, budgets and accoutning, as well as insurance, risk management, marketing, sales, data management and technology use, strategic planning, grant writing and human resources. This course is designed to specifically meet the needs of students seeking the Director's Credential from the Pennsylvania Keys. Prereq. - 15 credits in Early Childhood Education or departmental approval. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: 15 credits in Early Childhood Education or departmental approval

This course is an approved AAS elective
Yes

EARL 243 - Child and Family Connections

General

Academic Level
Undergraduate

Course Title
Child and Family Connections

Description
Students learn the role of families, communities, and culture in the development of children from 0 to age 9 in the context of CLAD (Cultural, Language and Ability Diversity). Students will examine theories of family systems and children's social emotional development. Students study cultural competence and inclusive practices to build relationships with families and other professionals. They use evidence-based practices to collaborate with and advocate for all children and families. Includes the development of professional competencies related to teaching English Language Learners (ELL). DHS OCDEL CPSL requirements verified in EARL 101. This course provides students with 40 hours of training and resource collection items to create the portfolio required by the council for professional recognition to apply for the Child Development Associate Credential.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

EARL 244 - Early Childhood Profession

General

Academic Level
Undergraduate

Course Title
Early Childhood Profession

Description
Students use evidence based knowledge to learn about their role as professionals to become informed advocates for all children, their families, and for sound, equitable educational practices and policies. Historical perspectives of the early childhood profession and how they influence current trends and curriculum models are analyzed. NAEYC, CEC, and DEC Position Statements and Codes of Ethics are used to examine ethical dilemmas including those related to cultural, linguistic, and ability diversity. Professional competencies related to legal responsibilities, teaching models, and professional resources for English Language Learners (ELL) are explored. Prereq.-EARL 106 and EARL 107, both with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (EARL106 and EARL217)

This course is an approved AAS elective
Yes

EARL 255 - Becoming a Professional in Early Childhood Education

General

Academic Level
Undergraduate

Course Title
Becoming a Professional in Early Childhood Education

Description
Students use evidence-based knowledge to learn about their role as professionals to become informed advocates for all children, and their families, and for sound, equitable educational practices and policies. Historical perspectives of the early childhood profession and how they influence current trends and curriculum models are analyzed. NAEYC, CEC, and DEC Position Statements and Codes of Ethics are used to examine ethical dilemmas including those related to cultural, linguistic, and ability diversity. Professional competencies related to legal responsibilities, teaching models, and professional resources for English Language Learners (ELL) are explored. This course provides students with 40 hours of training and resource collection items to create the portfolio required by the council for professional recognition to apply for the Child Development Associate Credential.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

EARL 263G - Internship-Early Childhood

General

Academic Level
Undergraduate

Course Title
Internship-Early Childhood

Description
Students apply, analyze, and synthesize their knowledge of children's development and learning within the context of culture language, and ability diversity. They create and implement responsive, standards-based learning experiences and aesthetic environments that integrate all curricular areas within the Art as a Way of Learning (AWL) framework. Students use evidence based approaches to teaching and learning, including Universal Design for Learning (UDL). Students engage in action research to seek answers to questions and inform decisions and practices. Students assess children's learning and build reciprocal partnerships with families and professionals; they use community resources to support each and every child's optimal growth and development. 150 hours of field experience required. Students must renew PDE paperwork to be eligible for internship placements. Prereq.-EARL 106, EARL 107, EARL 126, EARL 128, EARL 208, EARL 216, EARL 217, all with C or better and ENGL 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:10:0

Prerequistes and Corequisites
Prerequisite: (C or better in EARL106 and EARL107 and EARL126 and EARL128 and EARL208 and EARL216 and EARL217) and ENGL101
Corequisite: EARL218 and EARL244

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

ECON 201 - Macroeconomics

General

Academic Level
Undergraduate

Course Title
Macroeconomics

Description
This course deals with introduction to the basic concepts of economics, demand and supply analysis in market economy. It covers the topics of business cycle, unemployment, inflation, GDP and its determinants. This course provides a general overview of fiscal and monetary policies of the United States. National and global current economic issues are also analyzed. Also available through Online Learning. Core: SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ECON 251G - Microeconomics

General

Academic Level
Undergraduate

Course Title
Microeconomics

Description
This course deals with basic concepts of demand, supply, and their applications. It is primarily concerned with consumer behavior, production and pricing policies of the firm under different models i.e. perfect competition, monopoly, monopolistic competition, and oligopoly. It analyzes the resources pricing policies, unions, and labor markets. The role of government in correcting market failures is also examined. Analysis of current national economic issues is part of the coursework. Prereq. - ENGL 101. Also available through Online Learning. Core: WI, IL.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

EDUC 115 - Education for All Students

General

Academic Level
Undergraduate

Course Title
Education for All Students

Description
This course provides a broad-based overview of professional education: including philosophy, history, organization, ethics, and current issues in education. The course focuses on the effective teaching of all students with an introduction to important theorists, child development, and diversity. The unique characteristics and needs of English Language Learners are considered. Students learn to create a lesson plan, assemble a professional portfolio, and understand the path to teacher certification in PA, including how to demonstrate Basic Skills Competency. Field experiences required. To successfully complete this class, education majors must complete and submit clearance paperwork as required by the Pennsylvania Department of Education.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

EDUC 260G - Adolescent Development & Cognition

General

Academic Level
Undergraduate

Course Title
Adolescent Development & Cognition

Description
This course emphasizes the adolescent as a student and a learner in today's inclusive classroom. Content includes an overview of the major concepts, principles, theories, and research related to adolescent cognitive, social, sexual, emotional, and moral development. Attention to cultural competence, teaching diverse students and issues of equity are included. Strategies for teaching English Language Learners (ELL) comprise 15 hours of course content. Field experiences outside of class are required. Per Pennsylvania Department of Education requirements, students must have current clearance paperwork on file with department.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and EDUC115

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ELEC 101 - DC Circuit Analysis

General

Academic Level
Undergraduate

Course Title
DC Circuit Analysis

Description
This course provides an introduction to the fundamentals of direct circuit theory including definitions of voltage, current, resistance, power and energy; Ohm's and Kirchhoff's laws; and series-parallel circuit analysis. Circuits with multiple power sources (voltage and current) will be analyzed using branch current, node analysis, mesh/loop analysis and superposition. Thevenin and Norton analysis techniques will be reviewed as well as the concept of maximum power transfer. Lab projects emphasize the basic electrical instrumentation such as: voltmeters, ammeters, and ohmmeters, as well as breadboarding and debugging of simple DC circuits.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: Appropriate competencies as outlined in the Mathematics Placement Policy or MATH026 or MATH028

This course is an approved AAS elective
Yes

ELEC 121 - Technical Computer Applications

General

Academic Level
Undergraduate

Course Title
Technical Computer Applications

Description
Application of computer tools essential for success in electronics technology. Use of multiSIM schematic capture software to produce machine-drawn circuit diagrams. Computer image manipulation and use of Analysis ToolPak for date reporting (tables, graphs, and statistics.) Documentation standards will be stressed throughout the course. Prereq.- Navigational and file management in the Windows environment.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ELEC 126 - Digital Electronics I

General

Academic Level
Undergraduate

Course Title
Digital Electronics I

Description
This introductory course in digital electronics covers topics such as number systems, combinational logic circuits, Boolean theorems, flip-flops, counters, arithmetic circuits, display interface, and data storage and transfer. Labs emphasize the use of specifications in prototyping and troubleshooting discrete component digital circuits. Schematic capture software is used to simulate and simplify circuits.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: ELEC101

This course is an approved AAS elective
Yes

ELEC 151 - AC/DC Circuit Analysis

General

Academic Level
Undergraduate

Course Title
AC/DC Circuit Analysis

Description
This course is a continuation from Circuits I and it covers AC circuit theory including definitions of capacitive and inductive components (and transient analysis), sinusoidal excitation of AC circuits, AC reactance, and phasors. The class will provide the mathematics background to solve problems using imaginary numbers, complex simultaneous equations, and rectangular-to-polar conversions. Students will use their DC Circuits knowledge (and analysis techniques) to solve AC equations and report the information using appropriate terminology. Lab projects emphasize the basic electrical instrumentation such as: oscilloscopes and function generators, as well as breadboarding and debugging of AC circuits.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ELEC101
Pre- or corequisite: MATH140

This course is an approved AAS elective
Yes

ELEC 155 - Introduction to Solid State Devices

General

Academic Level
Undergraduate

Course Title
Introduction to Solid State Devices

Description
This is an introductory project course in circuit prototyping. Solid state devices such as diodes, transistors, and voltage regulators are introduced. Emphasis is on basic component characteristics and analysis in the context of a power supply circuit. Lab emphasizes component specifications and typical circuit configurations. The project introduces circuit board layout and wiring, chassis wiring and harnessing, and other fabrication techniques. Prereq.- ELEC 101; Pre- or coreq.- EMEC 115. Offered spring semester only. Additional course fees $75.00.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites
Prerequisite: ELEC101
Pre- or corequisite: EMEC115

This course is an approved AAS elective
Yes

ELEC 161 - Electronics Soldering

General

Academic Level
Undergraduate

Course Title
Electronics Soldering

Description
Theoretical understanding and hands-on experience in the soldering of electronic assemblies; materials management, soldering processes and techniques, cleaning processes and techniques, desoldering processes and techniques, the application of workman ship standards; materials and processes to perform cause and effect analysis; laboratory exercises to provide hands-on experience hand soldering through hole and surface mount assemblies, inspecting product for adherence to workmanship standards, and removing and replacing defective components.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ELEC 177 - Electronics Manufacturing I

General

Academic Level
Undergraduate

Course Title
Electronics Manufacturing I

Description
This is a course on the assembly and soldering of electronic circuits. Topics include applied chemistry and safety of materials, soldering processes, workmanship standards, and best practices. Lab work provides experience in hand soldering through-hole and surface mount assemblies, inspection and component replacement. Students who successfully pass the IPC-A-610 and J-STD-001 testing receive industry certification in both areas, valid for two years. Offered fall semester only. Additional course fees $50.00.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ELEC 207 - Solid State Circuits

General

Academic Level
Undergraduate

Course Title
Solid State Circuits

Description
This is the first of a two-course sequence in linear electronics. The course provides background on the basic operating characteristics of key semiconductor devices (diodes, transistors, FETs, opto-isolators, OpAmps, 555 Timers and voltage regulators); however, the emphasis is on the operation, analysis, selection, test and design of modern electronic circuits and systems.

Topics to be covered in this course include: Rectifier circuits – Transistor switching circuits – Open and closed-loop amplifier operation and feedback concepts – Inverting, non-inverting, differential, and instrumentation amplifiers – Rectifier and regulator circuits. Lab work will include projects that utilize oscilloscopes and functions generators as well as S/W simulation tools.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ELEC155

This course is an approved AAS elective
Yes

ELEC 208 - Digital Electronics II

General

Academic Level
Undergraduate

Course Title
Digital Electronics II

Description
This second course in digital electronics includes a thorough review of basic digital concepts- combinatorial and sequential logic, and memory devices. The fundamentals of programmable logic devices (PLDs) are introduced through the use of a CAD software that provides a design suite for programming a field programmable gate array (FPGA). Labs emphasize a combination of skills-analysis, prototyping, troubleshooting, design, simulation, and programming digital circuits. Offered fall semester only. Prereq. - ELEC126. Additional course fees $25.00

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ELEC126

This course is an approved AAS elective
Yes

ELEC 226 - Microprocessors I

General

Academic Level
Undergraduate

Course Title
Microprocessors I

Description
This course introduces microprocessor and microcontroller systems including architecture, memory and input/output (I/O) interfacing. Topics to be covered in this course include: ‘C’ language programming, interrupts, interfacing peripherals, and applications. Students interpret, verify, and troubleshoot fundamental microprocessor circuits and programs as well as learn to use Visual Studio to compose and debug ‘C’ applications. Lab projects in the course include the operation of compilers, debuggers and IDE’s.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ELEC208

This course is an approved AAS elective
Yes

ELEC 230 - Team Project

General

Academic Level
Undergraduate

Course Title
Team Project

Description
In this capstone course, students work to integrate concepts and skills learned throughout the electronics program. Student design teams prototype an electromechanical system to meet specified guidelines. Emphasis is on effective teamwork, technical research, problem solving within engineering constraints, prototyping, and record keeping/reporting. Offered spring semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:3:0

Prerequistes and Corequisites
Pre- or corequisite: ELEC177 and ELEC232 and ELEC226 and ENGL151

This course is an approved AAS elective
Yes

ELEC 232 - Linear Integrated Circuits

General

Academic Level
Undergraduate

Course Title
Linear Integrated Circuits

Description
This is the second in a two-course sequence in linear electronics covering field-effect transistors in switch and small-signal amplifier applications, a comparison of FETs to BJTs, thyristors, IC fabrication, op-amps in linear and non-linear applications, and voltage regulators. Labs emphasize prototyping, simulating, troubleshooting, and interpretation of procedure and manufacturer specifications. Prereq. - ELEC 207. Offered spring semester only. Additional course fees $25.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ELEC207

This course is an approved AAS elective
Yes

ELEC 271 - Computer Electronics Practicum I

General

Academic Level
Undergraduate

Course Title
Computer Electronics Practicum I

Description
Work-based experience assisting in the servicing of computer systems with focused exposure in carrying out routine maintenance, computer upgrades, common PC setup and repairs, and customer relations. Written analysis of problem solving project. Pre-or Coreq. - ELEC 255.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:9

Prerequistes and Corequisites
Pre- or corequisite: CISC255

This course is an approved AAS elective
Yes

ELEC 272 - Computer Electronics Practicum II

General

Academic Level
Undergraduate

Course Title
Computer Electronics Practicum II

Description
Work-based experience assisting in the servicing of computer systems including networks and mainframes with focused exposure in carrying out troubleshooting, repair and upgrades. Written analysis of comprehensive systems problem solving project. Coreq.- ELEC 255.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:9

Prerequistes and Corequisites
Corequisite: CISC255

This course is an approved AAS elective
Yes

ELEC 272G - Computer Electronics Practicum II

General

Academic Level
Undergraduate

Course Title
Computer Electronics Practicum II

Description
Work-based experience assisting in the servicing of computer systems including networks and mainframes with focused exposure in carrying out troubleshooting, repair and upgrades. Written analysis of comprehensive systems problem solving project. Writing intensive. Coreq. - ELEC 255 and prereq. - ENGL 101. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:9

Prerequistes and Corequisites
Corequisite: CISC255

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

ELEC 281 - Independent Electronics Study

General

Academic Level
Undergraduate

Course Title
Independent Electronics Study

Description
An independent study experience of a topic of interest to the student under close supervision of a member of the Electronics Department faculty. Prereq. - sophomore standing in Electronic Technology and departmental permission.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: Sophomore standing in Electronic Technology and departmental permission

This course is an approved AAS elective
Yes

ELEC 282 - Independent Electonics Study - Solid State Electronics Lab

General

Academic Level
Undergraduate

Course Title
Independent Electonics Study - Solid State Electronics Lab

Description
An independent study experience of a topic of interest to the student under close supervision of a member of the Electronics Department faculty. Prereq. - sophomore standing in Electronic Technology and departmental permission.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: Sophomore standing in Electronic Technology and departmental permission

This course is an approved AAS elective
Yes

ELEC 283 - Independent Electronics Study - Solid State Electronics Theory

General

Academic Level
Undergraduate

Course Title
Independent Electronics Study - Solid State Electronics Theory

Description
An independent study experience of a topic of interest to the student under close supervision of a member of the Electronics Department faculty. Prereq. - sophomore standing in Electronic Technology and departmental permission.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: Sophomore standing in Electronic Technology and departmental permission

This course is an approved AAS elective
Yes

ELEC 284 - Independent Electronics Study

General

Academic Level
Undergraduate

Course Title
Independent Electronics Study

Description
An independent study experience of a topic of interest to the student under close supervision of a member of the Electronics Department faculty. Prereq. - sophomore standing in Electronic Technology and departmental permission.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: Sophomore standing in Electronic Technology and departmental permission

This course is an approved AAS elective
Yes

ELTC 101 - Electrical Fundamentals

General

Academic Level
Undergraduate

Course Title
Electrical Fundamentals

Description
This course provides students a foundation covering electrical fundamentals. Students will gain knowledge in the following topics; electrical concepts, EMF, current, resistance, power, AC/DC series and parallel circuit operation and analysis, inductance, capacitance, meter usage, schematics, and circuit component operation. The students' training will be demonstrated through various hands-on labs and exercises. Math applications will be reviewed and applied solving fundamental electrical calculations. Appropriate safety standards will be followed as well as proper use of hand tools and equipment. Also available through Online Learning. Additional course fees $20.00. Formerly EMEC 101

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ELTC 107 - Electrical Wiring I

General

Academic Level
Undergraduate

Course Title
Electrical Wiring I

Description
This course provides an introduction to the practices of electrical wiring with a focus on residential single and multi-family dwellings. Covers project planning, materials calculation, and National Electrical Code based installation and wiring practices. Formerly ELTC 807. Prereq.- EMEC 101. Additional course fees $20.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites
Prerequisite: ELTC101

This course is an approved AAS elective
Yes

ELTC 109 - Electrical Wiring II

General

Academic Level
Undergraduate

Course Title
Electrical Wiring II

Description
Practices of electrical wiring with a focus on commercial buildings; project planning, materials calculation, and NEC-based installation and wiring practices. Formerly ELTC 809. Coreq. - ELTC 107. Additional course fees $20.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites
Corequisite: ELTC107

This course is an approved AAS elective
Yes

ELTC 130 - Introduction to Sustainable Energy

General

Academic Level
Undergraduate

Course Title
Introduction to Sustainable Energy

Description
This course introduces the concepts, challenges and potential solutions to globally sustainable energy. The interplay of energy efficiency, universal access, and renewable energy sources used in achieving this goal are examined and discussed. Emphasis is placed on energy conversion fundamentals, data driven analysis and real world examples. Wind, solar, hydro, geothermal, and biomass energy sources are analyzed and compared.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ELTC 135 - Electrical Motors and Controls

General

Academic Level
Undergraduate

Course Title
Electrical Motors and Controls

Description
Students in this course will gain knowledge in the following topics; concepts of electricity, electronics and controls related to industrial applications, industrial control devices and sensors, relays and electromechanical control, electrical diagrams, transformers and power distribution, solid state power devices, motors, starters and drives, AC/DC motor control, and process control fundamentals. The students' training will be applied though various hands-on labs and exercises. Appropriate safety standards will be followed as well as proper use of hand tools and equipment. Prereq. - EMEC 101. Additional course fees $30.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ELTC101

This course is an approved AAS elective
Yes

ELTC 211 - National Electrical Code

General

Academic Level
Undergraduate

Course Title
National Electrical Code

Description
Preparation for the Masters License Examination including interpretation and application of the current release of the National Electrical Code. Covers calculations; branch and feeder circuits; service entrances; switches, switch boards and panel boards; general equipment; motor circuits, transformers, and welders. Prereq.- ELTC 109 or permission of instructor.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: ELTC109 or permission of the instructor

This course is an approved AAS elective
Yes

ELTC 222 - Solar Photovoltaic Systems I

General

Academic Level
Undergraduate

Course Title
Solar Photovoltaic Systems I

Description
This is an introductory course on Solar Photovoltaic (PV) systems and components including system sizing and design for residential and light commercial projects. Other topics covered include energy conversion fundamentals, installation best practices, NEC compliance and ROI financial analysis. After completing this course, students are eligible to take the North American Board of Certified Energy Practitioners (NABCEP«) PV Entry Level exam. Prereq.- EMEC 101. Additional course fees $30.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ELTC101

This course is an approved AAS elective
Yes

ELTC 260G - Elec Construction Practicum

General

Academic Level
Undergraduate

Course Title
Elec Construction Practicum

Description
Work experience at an approved electrical contracting firm providing exposure to low and mid-level positions. Writing and presenting research, and analysis of a complete electrical installation project. The tasks will be consistent with the course work of the preceding semester. Prereq.- completion of the first three semester technical courses in the Electrical Construction Technology degree program.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: Completion of the first three semester technical courses in the Electrical Construction Technology degree program

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

ELTC 265 - Electrical Cabling Systems I

General

Academic Level
Undergraduate

Course Title
Electrical Cabling Systems I

Description
This course introduces students to the design, installation and application of low voltage wiring systems used in both residential and light commercial settings. National Electrical Code class 1, 2 and 3 circuits are discussed along with the applicable NEC Articles governing installation standards. Basic home computer networking protocols, security / video surveillance systems, and lighting control systems are all examined in this introductory course. Additional Course fees $30.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 102 - Fundamentals of Mechanical Maintenance

General

Academic Level
Undergraduate

Course Title
Fundamentals of Mechanical Maintenance

Description
This introductory course offers discussions and hands-on training for the proper selection, safe use and care and maintenance of common tooling used in the industrial trades. Topics include introductions to shop mathematics, communication, teamwork, fastener identification, precision measurement principles and tooling, print reading, pneumatic and hydraulic fluid power, basic AC/DC electrical safety and theory, relay control, troubleshooting, discussions of mechanical fabrication using hand and power tools, PLC nomenclature, and basic OSHA safety considerations in the workplace.

Note: This course is used to award credit for completed non-credit Industrial Maintenance Technician coursework.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 105 - Introduction to Fluid Power

General

Academic Level
Undergraduate

Course Title
Introduction to Fluid Power

Description
This course is the study of basic fluid systems and an introduction to hydraulic and pneumatic component hardware; work, energy, and power introduced and applied to the fluid power system. This course includes hands-on maintenance and troubleshooting of hydraulic and pneumatic components and systems. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH022.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 110 - Mechanical Components

General

Academic Level
Undergraduate

Course Title
Mechanical Components

Description
This course introduces the mechanical components and fasteners used in automated control systems. Discussions and hands-on activities include the use of hand tools, individual mechanical components and mechanical assemblies including: belts, chains, gears, gear drives, bearings, shafts, scales, seals and couplings.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 114 - Mechanical Skills for the Trades

General

Academic Level
Undergraduate

Course Title
Mechanical Skills for the Trades

Description
This course offers discussion and hands-on application for the proper selection, safe use, care and maintenance of common hand and power tools used in the industrial trades. Included are discussions and hands-on practice covering basic tool identification, use, safety and maintenance. Additionally, there are discussions and hands-on practice covering basic rigging skills required for installations, rigging safety, setting or moving of industrial equipment, calculation of load, center of gravity and proper material handling, and the use of ladders and scaffolding.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:1:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 115 - Mechanical Skills for Technician

General

Academic Level
Undergraduate

Course Title
Mechanical Skills for Technician

Description
Covers types of components and fasteners; hand tool usage; basic operation of hand power tools, measurement and layout applied to basic electromechanical projects. Only one of EMEC 110 or EMEC 115 may be applied to graduation in Electromechanical Technology. Offered spring semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 117 - Industrial Rigging

General

Academic Level
Undergraduate

Course Title
Industrial Rigging

Description
The course provides basic rigging skills required for installation, setting or moving of industrial equipment and the use of ladders and scaffolding. This introduction stresses safe application of rigging techniques, the use of various devices in equipment installation, alignment, lifting and the calculation of load, center of gravity and proper material handling.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 118 - Hand and Power Tools

General

Academic Level
Undergraduate

Course Title
Hand and Power Tools

Description
This course covers proper selection, safe use, care and maintenance of both hand and power tools. Also available through Online Learning. Additional course fees $10.00.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 125 - Process and Automation Diagrams- Process and Instrumentation Drawings

General

Academic Level
Undergraduate

Course Title
Process and Automation Diagrams- Process and Instrumentation Drawings

Description
This course is an introduction to reading, interpreting and developing Process & Instrumentation Drawings (P&ID) also known as Piping & Instrumentation Diagrams or Process and Control Diagrams. The Identification of symbols and function labels commonly found on P&ID, description of how system components are related and tracing process piping and control loop functions are discussed and practiced.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:3:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 130 - Introduction to Process Control

General

Academic Level
Undergraduate

Course Title
Introduction to Process Control

Description
This course introduces industrial process control and how instrumentation is needed to control the desired outcome. Discussions and online activities include instrumentation loops, instrumentation documents, principles of measurements, basic controller types, advanced control, and final elements.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMEC 140 - Sensors, Wiring and Troubleshooting

General

Academic Level
Undergraduate

Course Title
Sensors, Wiring and Troubleshooting

Description
This course covers the basic discrete sensors and an introduction to basic analog sensors used in automated manufacturing systems and processes. The student will be exposed to various sensor technologies, and through the use of hands-on labs and exercises, will determine sensor selection, applications, installation, wiring and troubleshooting. The proper use of hand tools and multimeter(s) are incorporated, along with appropriate industry safety standards. Prereq. - EMEC101

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:2:0

Prerequistes and Corequisites
Prerequisite: ELTC101

This course is an approved AAS elective
Yes

EMEC 205 - Electrical Controls of Fluid Power

General

Academic Level
Undergraduate

Course Title
Electrical Controls of Fluid Power

Description
This course will examine advanced topics regarding machine components and integration into mechanical systems. Discussions and hands-on activities include studies involving mechanical vibration effects, servo-motor and related timing applications, Discussions involving mechanical systems encountered in industrial settings, introduction to basic machine shop turning and part fabrication.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: ELTC101 and EMEC105

This course is an approved AAS elective
Yes

EMEC 220 - Instrumentation I

General

Academic Level
Undergraduate

Course Title
Instrumentation I

Description
This is the first of two courses that teach process control instrumentation. The course covers temperature and pressure instruments and sensors, basic transmission signals and communications, safety and Safety Instrumented Systems (SIS). Through the use of theory and hands-on practice, students will practice device installation, wiring and troubleshooting using current industrial equipment. Safety and all applicable industry standards are incorporated throughout the course. Prereq. - EMEC125 and 130.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: EMEC125 and EMEC130

This course is an approved AAS elective
Yes

EMEC 225 - Instrumentation II

General

Academic Level
Undergraduate

Course Title
Instrumentation II

Description
This is the first of two courses in process control instrumentation. The course covers level and flow measurements and instruments, final elements such as valves, automatic and manual control and instrumentation and control applications. Through the use of theory and hands-on practice, students will practice device installation, wiring and troubleshooting using current industrial equipment. Safety and all applicable industry standards are incorporated throughout the course. Pre- or Coreq. - EMEC220. Additional course fees: $20.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Pre- or corequisite: EMEC220

This course is an approved AAS elective
Yes

EMEC 240 - Industrial Control Systems I

General

Academic Level
Undergraduate

Course Title
Industrial Control Systems I

Description
This is a first course in industrial control systems that covers programmable logic controllers (PLCs) and programmable automation controllers (PACs) operation, application, programming and troubleshooting. PLC/PAC hardware identification, input/output (I/O), network communications and I/O wiring is presented. I/O and internal addressing, tags, alias tags and data types are presented and practiced. The basic software instruction set is covered including contacts, coils, timers, counters, data manipulation, comparison and arithmetic. Program control using subroutines and controller organization is also incorporated. Prereq. - EMEC 101; Pre- or Coreq. - EMEC140. Additional course fees $80.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: ELTC101
Pre- or corequisite: EMEC140

This course is an approved AAS elective
Yes

EMEC 245 - Industrial Control Systems II

General

Academic Level
Undergraduate

Course Title
Industrial Control Systems II

Description
This is the second of two courses in Programmable Logic and Programmable Automation Controllers (PLC/PAC). The course covers the advanced instruction set including bit shifts, sequencers and advanced math instructions. Analog control systems are introduced taking the student from simple setpoint control to Proportional-Integral-Derivative (PID) control. Human Machine Interface (HMI) screens are developed and interfaced to the PLC/PAC to form a complete control system. Prereq. - EMEC 240. Additional course fees $80.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: EMEC240

This course is an approved AAS elective
Yes

EMEC 251 - Mechanical Systems

General

Academic Level
Undergraduate

Course Title
Mechanical Systems

Description
Operation, diagnostics, repair, and modification of automation with emphasis on advanced mechanical and fluidic systems found in industrial robotics, conveyors, CNC, packaging machinery, casing machinery, and plastics molding equipment. Preventative maintenance and applicable OSHA safety standards. Pre- or coreq. - EMEC 105, 110, and 135. Additional course fees: $10.00

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Pre- or corequisite: EMEC105 and EMEC110 and EMEC135

This course is an approved AAS elective
Yes

EMEC 260G - Electromechanical Tech Practicum

General

Academic Level
Undergraduate

Course Title
Electromechanical Tech Practicum

Description
Actual work 'shadowing' experience in manufacturing or service organizations providing exposure to the maintenance and/or engineering functions involved in modern factory automation design, installation, and servicing; written analysis of equipment problems and maintenance planning. Writing intensive. Prereq. - ENGL 101 and Pre- or Coreq. - completion of all other technical courses in Electromechanical Technology degree program. Core: WI.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites
Prerequisite: ENGL101
Corequisite: Completion of all other technical courses in Electromechanical Technology degree program

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

EMEC 281 - Independent Electromechanical Studies

General

Academic Level
Undergraduate

Course Title
Independent Electromechanical Studies

Description
Independent study in an advanced topic in electromechanical technology under close supervision of the Electromechanical Technology faculty; conducted primarily in a working lab environment, project requires the student to research information, collect and interpret data, and present the conclusions in written and oral form. Prereq. - EMEC 253.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: EMEC253

This course is an approved AAS elective
Yes

EMEC 282 - Independent Electromechanical Studies

General

Academic Level
Undergraduate

Course Title
Independent Electromechanical Studies

Description
Independent study in an advanced topic in electromechanical technology under close supervision of the Electromechanical Technology faculty; conducted primarily in a working lab environment, project requires the student to research information, collect and interpret data, and present the conclusions in written and oral form. Prereq. - EMEC 253.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: EMEC253

This course is an approved AAS elective
Yes

EMGS 104 - Essentials of Firefighting and Emergency Response

General

Academic Level
Undergraduate

Course Title
Essentials of Firefighting and Emergency Response

Description
This course will introduce basic firefighting concepts within the context of emergency response. Topics will include an overview of the fire service, fire service organization, firefighter safety, personal protective equipment, self-contained breathing apparatus, terrorism awareness, fire behavior, fire extinguishers, water supply, fire hose, ropes, and hazardous materials. Exterior fire group operation discussion includes ladders, communications, protective systems/sprinklers, forcible entry, and fire prevention. Students will be required to complete or obtain certificates in Hazardous Materials Awareness, Hazardous Materials Operations, Intro to Incident Command Sys. (IS100) and National Incident Management Sys. (IS700).

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 105 - Essentials of Interior Fire and Emergency Response

General

Academic Level
Undergraduate

Course Title
Essentials of Interior Fire and Emergency Response

Description
This course will introduce concepts related to interior firefighting and emergency response. The course is designed to introduce firefighters to interior fire ground operations including nozzles and streams, self-contained breathing apparatus (SCBA), rescur, ventilation, fire suppression, salvage, and firefighter survival. It builds upon concepts from EMGS 104 while providing information and procedures that will integrate and complete basic firefighting and emergency response competency skill sets. Prereq.- EMGS 104.

Credit Hours

	Credit Hours Max:
2	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites
Prerequisite: EMGS104

This course is an approved AAS elective
Yes

EMGS 109 - Vehicle Rescue

General

Academic Level
Undergraduate

Course Title
Vehicle Rescue

Description
This course will provide an awareness and operations level of information and skills as it pertains to vehicle rescue incidents. Topics will include general vehicle rescue function/operation; incident management of the vehicle accident/rescue incident; vehicle anatomy, design, and construction; recognition and control of hazards relative to a vehicle accident/rescue incident; and the tools and equipment used at a vehicle accident/rescue incident. Additional topics will include, patient access, care, and packaging along with disentanglement; extrication and termination. Students will be required to carry and maintain accident and health insurance and/or workman's compensation and sign a waiver of liability.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 115 - Emergency Medical Technician - Basic

General

Academic Level
Undergraduate

Course Title
Emergency Medical Technician - Basic

Description
This course provides fundamental training required to perform as an emergency service medical personnel and to become certified as an EMT. This skills-oriented course involved extensive hands-on training in the evaluation and treatment of the sick and injured. This course requires mandatory student lab time at a hospital in a clinical setting. Students will be required to complete a PA Criminal Background check, FBI Background check, physical exam, immunization record, and 9 panel drug screen as per clinical affiliation policy prior to starting the hospital patient assessment portion of the course. Formerly EMGS 107+108. May not be taken for credit after completing these courses.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:4:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 118 - Introduction to Crime Scene Identification, Preservation and Investigation

General

Academic Level
Undergraduate

Course Title
Introduction to Crime Scene Identification, Preservation and Investigation

Description
This course provides essential information for first responders as it relates to their potential to encounter crime scenes while performing their duties. It will provide information that will allow responders to identify and preserve critical evidence. Investigative techniques are discussed within the context of potential responder participation in the prosecutorial process. The importance of crime scene identification and preservation while supporting law enforcement investigators as they collect and package crime scene evidence is emphasized.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 119 - Fundamentals of Homeland Security

General

Academic Level
Undergraduate

Course Title
Fundamentals of Homeland Security

Description
This course provides essential introductory information as it relates to homeland security fundamental principles and practices. Discussion provides operational awareness within the variety of challenges associated with the provision of adequate homeland security measures. Subjects and topics covered will allow students to consider all aspects associated with prevention, response and recovery for actions and conditions associated with threats, acts of terror, disasters or catastrophes. Focus within the context of laws and law enforcement will offer insight to the comprehensive topic of homeland security.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 120 - Emerg Srvs Health and Safety

General

Academic Level
Undergraduate

Course Title
Emerg Srvs Health and Safety

Description
This course introduces the basic concepts of occupational health and safety as they relate to emergency service organizations. Topics include risk evaluation and control procedures for fire stations, training sites, emergency vehicles, and emergency situations involving fire, emergency medical services, hazardous materials response and technical rescue response agencies. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 122 - Emergency Action Planning

General

Academic Level
Undergraduate

Course Title
Emergency Action Planning

Description
This course is intended to provide basic emergency action planning information while emphasizing the importance of the emergency planning process. Additional subject matter includes history, laws and regulations, common practices, risk assessments, response actions including mitigation and recovery. The phases of emergency management are explored along with the roles and responsibilities of all stakeholders. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 151 - Fire Prevention

General

Academic Level
Undergraduate

Course Title
Fire Prevention

Description
This course provides essential information regarding the history and concept of fire prevention. Discussion incorporates concepts that include, authority having jurisdiction, risk assessment, fire prevention, inspection procedures and reports, building construction, and associated occupancy classifications. Additionally it includes identification and correction of fire hazards, ingress and egress, fire protection and water supply systems, portable extinguishers, fire detection and alarm systems, plans review, hazardous materials that include the proper handling and use of flammable and combustible materials.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 160 - Introduction to Security

General

Academic Level
Undergraduate

Course Title
Introduction to Security

Description
This course provides essential introductory information as it relates to basic security fundamental principles and practices. Discussion provides operational awareness within the variety of challenges associated with the provision of adequate security measures. Subjects and topics covered will allow students to consider all aspects associated with basic security practices that involve prevention, response, risk assessment, insurance and liability, workplace violence and inappropriate activities of others associated with negative outcomes. Additional discussion includes recovery for actions and conditions associated with threats, acts of terror, disasters or catastrophes. Focus within the context of laws, regulations and interfacing with law enforcement will offer insight to the comprehensive topic of security.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 201 - Chemistry of Hazardous Materials

General

Academic Level
Undergraduate

Course Title
Chemistry of Hazardous Materials

Description
This course provides basic chemistry information relating to the various categories of hazardous materials as it relates to the emergency services. Information discussed includes problems of recognition, reactivity, along with health and safety concerns encountered by first responders.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 202 - Fire Tactics and Incident Command

General

Academic Level
Undergraduate

Course Title
Fire Tactics and Incident Command

Description
Basic fire fighting tactics, the strategy and equipment to be used in extinguishing different types of fires; how to use available manpower and equipment efficiently; techniques in predicting fire severity; when, where and how to ventilate a building.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 207 - Technology Applications for Emergency Services

General

Academic Level
Undergraduate

Course Title
Technology Applications for Emergency Services

Description
This course provides essential introductory information for first responders as it relates to applied technology and the emergency services. Discussion provides operational awareness within the context of emergency management. Subjects and topics covered will allow responders to utilize technologies to facilitate and enhance emergency response efficiency and effectiveness. Information technological strategies along with operational devices and systems will be discussed as solutions and tools to achieve successful outcomes for all emergency responders and managers.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 208 - Operational Risk Management for Emergency Medical Services

General

Academic Level
Undergraduate

Course Title
Operational Risk Management for Emergency Medical Services

Description
This course provides essential introductory information for emergency medical providers as it relates to risk management and emergency medical services. Discussion provides operational awareness of the inherent risks for emergency medical service providers within the various aspects of providing emergency medical service. Subjects and topics covered will allow responders to recognize risks while providing mitigating actions to reduce or eliminate exposure to hazards. Discussion of regulatory compliance will be offered to facilitate required compliance efforts as risk management concepts are explored within the context of comprehensive accident prevention and safety programs.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 216 - Emergency Fiscal Administration

General

Academic Level
Undergraduate

Course Title
Emergency Fiscal Administration

Description
The course will examine the techniques and operations of fiscal administration as it relates to the public sector with an emphasis on emergency services and public safety. Subject matter will include public funding, spending, budgeting, risk management, and grant writing. . Information and procedures will be introduced and practiced to allow students to complete a functioning budget, as well as develop future budget projections and funding scenarios. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 217 - Public Information and Relations

General

Academic Level
Undergraduate

Course Title
Public Information and Relations

Description
This course will provide an effective way to manage public information at an incident or event, regardless of the size and complexity of the situation or the number of entities involved. Emphasis is placed on understanding the perspective of media personnel arriving on the scene. Students will learn how to prepare for media arrival along with agency interface. Presentation skills that afford concise and accurate information distribution will be discussed and practiced. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 218 - Incident Command and Management

General

Academic Level
Undergraduate

Course Title
Incident Command and Management

Description
This course is a collection of FEMA course that comprise IS 100: Introduction to Incident Command System; IS 200: ICS for Single Resources and Initial Action Incidents; IS 300; IS 700 National Incident Management System an Introduction; and IS 800: National Response Framework an Introduction. Through an interrelated progression, the student will be exposed to the comprehensive approach of the National Incident Management System. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 219 - Regulatory Compliance

General

Academic Level
Undergraduate

Course Title
Regulatory Compliance

Description
Provisions of the regulatory agencies comprising Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA) and US Department of Transportation (DOT) as well as state agencies with similar responsibilities require that entities engaged in emergency response provide awareness and adequate training to ensure compliance with a multitude of regulations. This course is an overview of regulatory requirements along with the regulations that are pertinent to the response community. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 220 - Methods of EMS Tactical Response

General

Academic Level
Undergraduate

Course Title
Methods of EMS Tactical Response

Description
This course provides education and training designed to decrease deaths in tactical situations while focusing on managing trauma in the civilian tactical or hazardous environments such as mass casualty, active shooter, hazardous materials, and other incidents outside the normal operating conditions of most emergency medical services (EMS) agencies. Prereq. - EMGS115.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: EMGS115

This course is an approved AAS elective
Yes

EMGS 221 - Emergency Service Management

General

Academic Level
Undergraduate

Course Title
Emergency Service Management

Description
This course introduces the basic concepts of management theory as applied to various operations specifically related to emergency service organizations. Topics include historical foundations, administration, management, leadership, finance and managing change. Emphasis is placed on aspects of human resources within a context of education and training to achieve critical outcomes. Health and safety responsibilities within regulatory compliance parameters are discussed as are all pertinent laws and regulations that directly impact emergency service organizations. Ethics and public policy conclude the topical discussions to provide awareness for those who are managers or administrators of emergency service organizations.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 231 - Law for Emergency Services

General

Academic Level
Undergraduate

Course Title
Law for Emergency Services

Description
This course will discuss the legal aspects of emergency service organizations to include; arson law, legal rights and responsibilities of emergency services providers, their officers and related court procedures. Students will learn about specific laws and legal procedures as they relate to both criminal and civil topics and their subsequent relationship to the emergency services community.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 235 - Security Management

General

Academic Level
Undergraduate

Course Title
Security Management

Description
This course provides essential introductory information as it relates to basic security management principles and practices. Discussion provides managerial awareness within the variety of challenges associated with the provision of adequate security measures. Subjects and topics covered will allow students to consider managerial aspects associated with security practices that involve prevention, response, risk assessment, insurance and liability, workplace violence and inappropriate activities of others associated with negative outcomes. Additional discussion includes critical thinking concepts that will provide an operational competency to mitigate or respond to actions and conditions associated with threats, acts of terror, disasters or catastrophes. Focus within the context of laws, regulations and interfacing with law enforcement will offer insight to the comprehensive topic of security management.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 255 - First Responder Training

General

Academic Level
Undergraduate

Course Title
First Responder Training

Description
For police, fire, and rescue personnel responding to the scene of injury or illness; procedures used to initiate treatment while awaiting arrival of a higher level of care includes but not limited to CPR, shock and bleeding, and patient survey. Students will be required to carry and maintain accident and health insurance and/or workman's compensation and sign a waiver of liability. Additional course fees: $13.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

EMGS 256 - First Responder Stress Awareness and Management

General

Academic Level
Undergraduate

Course Title
First Responder Stress Awareness and Management

Description
This course provides essential introductory information for first responders as it relates to first responder emotional stress and challenges as a result of functioning within the emergency services. Discussion provides basic awareness within the context of stress management options. Subjects and topics covered will allow responders to utilize information to facilitate coping efforts as emotions are tested within the rigors of life and death scenarios. Further discussion offers insight to the range of emotions experienced by first responders while providing considerations for healing and ultimately essential emotional wellness.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

ENGG 193 - Special Studies in Engineering Computer Applications for Engineers

General

Academic Level
Undergraduate

Course Title
Special Studies in Engineering Computer Applications for Engineers

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGG 201 - Statics

General

Academic Level
Undergraduate

Course Title
Statics

Description
This is a calculus-based, problem-solving engineering course studying Engineering Mechanics - Statics. Topics covered are force resultants, force systems & moments, equilibrium of particles & rigid bodies, vector analysis, conditions for equilibrium in two & three dimensions, structural analysis, shear & bending moment diagrams, and friction. Prereq. - PHYS215 with C or better; Pre- or co-requisite - MATH210. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in PHYS215
Pre- or corequisite: MATH210

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGG 230 - Team Project

General

Academic Level
Undergraduate

Course Title
Team Project

Description
CAD students participate in teams to design and prototype a product under specified guidelines; emphasis on technical writing and reporting, effective teamwork, and prototyping. Only one of the following may be applied to graduation: ELEC 230 or ENGG 230. Pre- or coreq.- ENGG 205. Offered spring semester only. Additional course fees $40.00.

Credit Hours

	Credit Hours Max:
2	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Pre- or corequisite: CADM 230

This course is an approved AAS elective
Yes

ENGG 251 - Strength of Materials

General

Academic Level
Undergraduate

Course Title
Strength of Materials

Description
This is an engineering and scientist level, calculus-based, problem-solving engineering course. Topics covered are the strength of engineering materials, including stress, strain, beams, columns, torsion, thin wall cylinders, thermal stress, and theory of failure Prereq. - ENGG 201 with C or better. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in ENGG201

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGG 252 - Dynamics

General

Academic Level
Undergraduate

Course Title
Dynamics

Description
Kinematics and dynamics of particles and rigid bodies, principles of work and energy and impulse and momentum. Prereq.- ENGG 201.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGG201

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 027 - Writing Skills Workshop

General

Academic Level
Developmental_Education

Course Title
Writing Skills Workshop

Description
This course is taught in tandem with ENGL101 and supports the skills learned in that course: logical and focused writing, thorough development of a main point by means of supporting ideas and evidence, and integrating information from secondary sources. Students will use summary, paraphrase, and direct quotation in various forms of thesis-based writing. To support the skills needed for ENGL101, students will do in-depth work on paragraph writing, using details and evidence to support topic sentences and thesis statements. Students will learn and use the stages of the writing process. They will develop strategies for organizing and developing topics and improving coherence in multi-paragraph essay writing. Students will acquire editing and proofreading skills. This course is graded Released/Not Released. Placement into developmental writing as determined by the English Placement test or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

ENGL 101 - English I

General

Academic Level
Undergraduate

Course Title
English I

Description
This course gives close attention to the writing process in various forms of thesis-based writing. The course develops skills in logical and focused writing, through thesis development using supporting ideas and evidence. In addition, students learn to integrate and document information from sources. Prereq. - Competence in reading and writing as determined by English Department through testing and/or course work. Also available through Online Learning. Approved for the Honors Program.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Competence in reading and writing as determined by English Department through testing and/or course work

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 151 - English II

General

Academic Level
Undergraduate

Course Title
English II

Description
Students continue to develop the academic writing and critical reading skills begun in English I. Students may elect to work on introduction to literature (L), report writing (R), or technical writing (T). Prereq.- ENGL 101. Also available through Online Learning. ENGL 151L (literature option) is approved for the Honors Program and is designated as a Diversity (D) core course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 151L - English II

General

Academic Level
Undergraduate

Course Title
English II

Description
Students continue to develop the academic writing and critical reading skills begun in English I. Students may elect to work on introduction to literature (L), report writing (R), or technical writing (T). Prereq.- ENGL 101. Also available through Online Learning. ENGL 151L (literature option) is approved for the Honors Program and has a designated as a Diversity (D) core course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 151R - English II

General

Academic Level
Undergraduate

Course Title
English II

Description
Students continue to develop the academic writing and critical reading skills begun in English I. Students may elect to work on introduction to literature (L), report writing (R), or technical writing (T). Prereq.- ENGL 101. Also available through Online Learning. ENGL 151L (literature option) is approved for the Honors Program and has a designated as a Diversity (D) core course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 151T - English II

General

Academic Level
Undergraduate

Course Title
English II

Description
Students continue to develop the academic writing and critical reading skills begun in English I. Students may elect to work on introduction to literature (L), report writing (R), or technical writing (T). Prereq.- ENGL 101. Also available through Online Learning. ENGL 151L (literature option) is approved for the Honors Program and has a designated as a Diversity (D) core course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 201G - British Literature I

General

Academic Level
Undergraduate

Course Title
British Literature I

Description
Survey of major works of selected British authors (before 1800) from Old English through the Eighteenth Century; emphasis on understanding the cultural and historical context of the literature as well as on analysis and interpretation of the works of literature. Writing intensive. Prereq. - ENGL 151. Also available through Online Learning. Core: AH, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 203G - Shakespeare

General

Academic Level
Undergraduate

Course Title
Shakespeare

Description
By studying Shakespeare's plays and poetry, students will learn to read text accurately, critically and imaginatively, and explore Shakespeare's world and his relevance to ours. Through reading, discussion, and written analysis, we will examine Shakespeare's work in light of the historical, political, cultural contexts in which Shakespeare wrote and ultimately consider the question "Why is Shakespeare's work still important to us?" Approved for the Honors Program. Writing intensive. Prereq. - ENGL151. Core: AH, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 205G - American Literature I

General

Academic Level
Undergraduate

Course Title
American Literature I

Description
Survey of major American writers from Colonial period to the Civil War, including works from Edwards, Jefferson, Wheatley, Franklin, Douglass, Emerson, Fuller, Thoreau, Poe, Dickinson and Whitman. Emphasis is on texts but with attention to historical, cultural, and intellectual backgrounds. Core: AH, WI, D.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 211G - Plays: Classical to Contemporary

General

Academic Level
Undergraduate

Course Title
Plays: Classical to Contemporary

Description
This course introduces students to the analysis of plays as literary text that shapes both performance and an understanding of culture and the human experience. Plays from Classical Greece to contemporary Theatre of Diversity will be covered along with the comments of playwrights, directors, actors and critics. Students will analyze drama from psychological, 4 historical, philosophical, structural and dramatic perspectives. Students may not receive credit for both THEA 211G (formerly CMTH 211G) and ENGL 211G.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite or Corequisite: ENGL151 English II

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 215G - Multicultural Adolescent Lit

General

Academic Level
Undergraduate

Course Title
Multicultural Adolescent Lit

Description
A writing-intensive course based on multicultural literature for adolescents. Overview of materials based upon the socio-cultural and developmental characteristics of young adults with an emphasis on multiculturalism and English language learners; examination of major genres in young adult literature. Ten hours of educational field experience or service learning activity required. Prereq.- ENGL151. Core: AH, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 250G - Latin American Literature

General

Academic Level
Undergraduate

Course Title
Latin American Literature

Description
This course is a survey of contemporary Latin American writers, including Borges, Allende, Garcia Marquez, Vargas Llosa, Fuents and others. The emphasis of the course is on reading and writing, with an additional focus on history, culture and literary terms. The course is conducted in English, including class discussions, readings and assignments. Prereq.- ENGL151L. Core: AH. D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 251G - British Literature II

General

Academic Level
Undergraduate

Course Title
British Literature II

Description
This survey of major works by selected British authors from the Pre-Romantics to the present emphasize analysis of primary literary texts within their historical, political, and cultural contexts. Writing intensive. Prereq. - ENGL 151. Core: D, AH, WI. Approved for the Honors Program. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 253 - Creative Writing

General

Academic Level
Undergraduate

Course Title
Creative Writing

Description
This course provides beginning writers with the opportunity to explore imaginative uses of language through the fundamentals of poetry, fiction, and literary nonfiction. Conducted through lectures and workshops, the course exposes students to prominent examples of the kind of writing they are expected to produce, and it promotes the critical analysis of their own writing, as well as the writings of their peers.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 254 - Creative Writing Portfolio

General

Academic Level
Undergraduate

Course Title
Creative Writing Portfolio

Description
This course is the capstone experience for students in the Creative Writing Specialized Diploma program. Students enrolled in this course will create a publish and/or transfer ready portfolio totaling 15-25 pages of their creative work, plus other necessary documents, such as a statement of goals, a reflective preface, a cover letter, a query letter, and/or an author biography. Restricted to Creative Writing Specialized Diploma students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: ENGL253

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 255G - American Literature II

General

Academic Level
Undergraduate

Course Title
American Literature II

Description
This survey of major American writers from the Civil War to the present emphasizes literary works with close attention to historical, cultural, and intellectual backgrounds. Prereq. - ENGL 151. Also available through Online Learning. Core: AH, CT, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 256G - Modern Poetry

General

Academic Level
Undergraduate

Course Title
Modern Poetry

Description
A survey of modern American poetry beginning with Walt Whitman and up to contemporary poets. The course emphasizes understanding of primary literary texts in their socio-historical, political and cultural contexts. The craft and technique of poetry writing will be explored. Prereq. - ENGL 151. Core: D, AH, WI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 257G - 20th Century Literature by Women

General

Academic Level
Undergraduate

Course Title
20th Century Literature by Women

Description
A sophomore-level study of 20th century literature by women through works by major authors of the time, specifically focusing on the written images these authors created of women, and their search for self-awareness in various cultures. Writing intensive. Core: AH, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 258 - Fiction Writing

General

Academic Level
Undergraduate

Course Title
Fiction Writing

Description
Students will study elements of fiction in greater depth, read and analyze the techniques of established authors, and practice incorporating these elements and strategies in creating their own original fictional works. Emphasis will be placed on narrative structure, plot, point of view, characterization, setting, dialogue, use of figurative language, and theme. This workshop-style course will include writing exercises, written and verbal analysis, self-assessments, peer and instructor feedback, and revision and editing, as well as an examination of paths to publication and appropriate submission preparation. Prereq. - ENGL151 or ENGL253. CORE: AH

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151 or ENGL253

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 260G - Contemporary Literature

General

Academic Level
Undergraduate

Course Title
Contemporary Literature

Description
In this course we will study literary works in English and in translation dating from mid-twentieth century to the present with a focus on non-Western literature. We will emphasize situating individual works within their cultural historical, political, and social contexts. The course will include all four main literary genres-poetry, short fiction, the novel, and drama-and works will range from traditional to experimental. Prereq. - ENGL 151. Core: AH, CT, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENGL 264G - Irish Literature

General

Academic Level
Undergraduate

Course Title
Irish Literature

Description
A survey of the literary works of Irish authors from the mid-nineteenth century to the present, the course emphasizes understanding primary literary texts within their historical, political, and cultural contexts. Prereq.- ENGL151. Approved for the Honors Program. Core: AH, IL, WI, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 265G - African American Literature

General

Academic Level
Undergraduate

Course Title
African American Literature

Description
This course introduces students to the literary works of African-Americans from the nineteenth century to the present, exploring various genres and themes in their historical, political, and socio-cultural contexts. Core: AH, D, and WI. Also available through Online Learning. Approved for the Honors Program. Pre-req. - ENGL 151.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

ENGL 267 - Poetry Writing

General

Academic Level
Undergraduate

Course Title
Poetry Writing

Description
This course is intended for students who have experience in writing poetry but would like to improve their writing. The content, structure, and techniques of contemporary poems will be studied, with an emphasis of using such study for the writing and critiquing of the students' own poems. Conducted through lectures and workshops, the course promotes the critical analysis of their own writing, as well as the writings of their peers, with the purpose of writing publishable poems. Prereq: ENGL101C or permission from the instructor. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 or permission of the instructor

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

ENTR 101 - Entrepreneurship and Innovation

General

Academic Level
Undergraduate

Course Title
Entrepreneurship and Innovation

Description
This interdisciplinary course explores the core components of entrepreneurship and innovation, from an introduction to "mindsets" through self-analysis of entrepreneurship readiness and the role of entrepreneurs in economic development. Topics include the processes with which to bring innovation to market with an emphasis on opportunity recognition, experimentation, adaptation, and problem-solving; business model validation; and strategic management of new ventures. Students shape their ideas into innovative solutions through "design thinking" projects while learning interviewing, brainstorming, prototyping and iteration. Students will be introduced to the protocols of innovation including securing funding, intellectual property protection, organizational structure, budgeting, and cash flow.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

ENTR 201 - Entrepreneurship

General

Academic Level
Undergraduate

Course Title
Entrepreneurship

Description
This course is designed for students to create a business plan based upon entrepreneurial principles. Plan segments include entrepreneurial framework and mission, production and operations, legal components, management, organization, marketing, accounting and finance.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENTR101 Entrepreneurship and Innovation

This course is an approved AAS elective
Yes

ENTR 204 - Product and Service Development

General

Academic Level
Undergraduate

Course Title
Product and Service Development

Description
This course explores the essential processes involved in developing innovative products and services, from initial concept through launch and iteration. Students will study the lifecycle and key stages of development, with a focus on designing for customer needs and using iterative approaches to refine ideas. The course covers prototyping techniques, service design frameworks, rapid testing methods, and strategies for collecting and analyzing customer feedback to drive improvement. Through hands-on projects, students will learn how to test product and service concepts, apply rapid prototyping tools, and continuously enhance designs based on real-world input and validation.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENTR101 Entrepreneurship and Innovation

This course is an approved AAS elective
Yes

ENTR 250 - Entrepreneurship Thinking Capstone

General

Academic Level
Undergraduate

Course Title
Entrepreneurship Thinking Capstone

Description
This capstone course provides students in the Entrepreneurship and Innovation program with the opportunity to apply entrepreneurial thinking to real-world challenges. The capstone experience simulates the entrepreneurial problem-solving process in a professional setting while building skills in teamwork, communication, and applied innovation.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENTR101 Entrepreneurship and Innovation and ENTR201 Entrepreneurship

This course is an approved AAS elective
Yes

ESLL 001 - ESL I

General

Academic Level
Developmental_Education

Course Title
ESL I

Description
For the student with little or no knowledge of English, this course integrates the basic skills of listening, speaking, reading and writing English. Students will practice these skills through various activities and tests in a college classroom environment. Students complete 15 hours of using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
6:0:0

Prerequistes and Corequisites

ESLL 002 - Clear Speech I

General

Academic Level
Developmental_Education

Course Title
Clear Speech I

Description
This course begins the study of English pronunciation for non-native speakers with beginning level language proficiency. Students will learn to correctly articulate the simple vowel and consonant sounds of English using the basic phonetic alphabet. In this class, students will apply the building blocks of speech and use rhythm, stress, and intonation for more effective communication. In addition, students complete 15 hours of independent study using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

ESLL 004 - ESL Technology for Acad Success

General

Academic Level
Developmental_Education

Course Title
ESL Technology for Acad Success

Description
This course introduces students to computer technologies and related social and linguistic skills for learners who have not had access to technology for academics. Students complete 15 hours using software in the ESL computer lab as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

ESLL 005 - ESL Writing II

General

Academic Level
Developmental_Education

Course Title
ESL Writing II

Description
Students with some knowledge of English will study intermediate grammar, create basic sentences, and compose short paragraphs applying the uses of specific times and verb tenses. Students complete 15 hours of using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ESLL 006 or English language competence as determined by the ESL department through testing and/or course work

ESLL 006 - ESL II Introduction

General

Academic Level
Developmental_Education

Course Title
ESL II Introduction

Description
For the student with fundamental knowledge of English, this course further develops the elementary skills of listening, speaking, reading, and writing English. Students will practice these skills through various activities and test in a college classroom environment. Students complete 15 hours of using ESL software as part of the requirements for this course. Prereq.- English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ESLL 001 or English language competence as determined by the ESL department through testing and/or course work

ESLL 007 - ESL Speaking II

General

Academic Level
Developmental_Education

Course Title
ESL Speaking II

Description
Students with some knowledge of spoken English will learn and practice conversational skills in order to improve their listening and speaking abilities and learn about American culture in ways that will prepare them for academic contexts. Students complete 15 hours of using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ESLL 001 or ESLL 006 or English language competence as determined by the ESL department through testing and/or course work

ESLL 008 - English Vocabulary II

General

Academic Level
Developmental_Education

Course Title
English Vocabulary II

Description
Students with low-intermediate knowledge of English will expand their vocabulary by 300 new words which they will learn to recognize and use in written and oral communication. Students will also develop vocabulary-learning strategies, such as inference from context, understanding word families, recognizing synonyms and antonyms, analyzing word parts, using dictionaries. Students complete 15 hours of using ESL software as part of the requirements for this course. Prereq. - English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 006 or ESLL 011 or English language competence as determined by the ESL department through testing and/or course work

ESLL 009 - ESL Reading II

General

Academic Level
Developmental_Education

Course Title
ESL Reading II

Description
Students with some knowledge of English will read materials that are at an intermediate level and prepare for reading in an academic environment. Students will also learn new vocabulary by memorizing, using context cues, and learning basic dictionary skills. Students complete 15 hours of using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 011 or English language competence as determined by the ESL department through testing and/or course work

ESLL 010 - Clear Speech II

General

Academic Level
Developmental_Education

Course Title
Clear Speech II

Description
This is theSecondcourse in the study of English pronunciation for non-native speakers with intermediate level language proficiency. The course continues the study of pronunciation skills though the study of the phonetic alphabet. In this class, students will learn to accurately articulate English vowels, vowel blends, and linking and ending consonant sounds. Students will further explore how to effectively use rhythm, stress, and intonation in the oral communication. In addition, students complete 15 hours of independent study using ESL software as part of the requirements for this course. Prereq.- English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 002 or ESLL 006 or English language competence as determined by the ESL department through testing and/or course work

ESLL 011 - ESL Reading Introduction

General

Academic Level
Developmental_Education

Course Title
ESL Reading Introduction

Description
Students with basic knowledge of English will read materials that are at a high-beginner level and aim to prepare students for reading in an academic environment. Students will also learn new vocabulary by memorizing, using context cues, and learning basic dictionary skills. Students complete 15 hours of using ESL software in the ESL computer lab as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 001 or ESLL 006 or English language competence as determined by the ESL department through testing and/or course work

ESLL 015 - ESL Writing IIIA

General

Academic Level
Developmental_Education

Course Title
ESL Writing IIIA

Description
English language learners will study high intermediate grammar, learn how to select and respond to writing topics, organize ideas, and develop paragraphs in ways that will prepare them for writing in college courses. In addition, students complete 15 hours outside of class using ESL software as part of the requirements for this course. Prereq.- English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 005 or English language competence as determined by the ESL department through testing and/or course work

ESLL 016 - ESL Writing IIIB

General

Academic Level
Developmental_Education

Course Title
ESL Writing IIIB

Description
English language learners will study advanced grammar, learn how to select and respond to writing topics, organize ideas, and develop paragraphs in ways that will prepare them for writing in college courses. In addition, students complete 15 hours outside of class using ESL software as part of the requirements for this course. Prereq.- English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 015
Pre- or corequisite: ESLL 018 or ESLL 028 or English language competence as determined by the ESL department through testing and/or course work

ESLL 017 - ESL Speaking IIIA

General

Academic Level
Developmental_Education

Course Title
ESL Speaking IIIA

Description
Students with low-intermediate skills in spoken English will improve and practice conversational skills in order to improve their listening and speaking abilities in real-world and academic contexts. In addition, students complete 15 hours of additional language practice as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL007 ESL Speaking IIand Pre- or corequisite: [(ESLL005 ESL Writing II or ESLL015 ESL Writing IIIA) and (ESLL009 ESL Reading II or ESLL019 ESL Reading IIIB)]) OR English language competence as determined by the ESL department through testing and/or course work

ESLL 018 - ESL Reading IIIA

General

Academic Level
Developmental_Education

Course Title
ESL Reading IIIA

Description
Students with low-intermediate knowledge of English will improve their ability to read and understand a variety of reading passages. Students will prepare for reading in an academic environment by learning and applying strategies such as predicting, scanning, finding main ideas, developing context clues to build vocabulary, identifying cause and effect, and recognizing facts. Students complete 15 hours of using ESL software as part of the requirements for this course. Prereq. - English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 009
Pre- or corequisite: ESLL 005 or ESLL 008 or English language competence as determined by the ESL department through testing and/or course work

ESLL 019 - ESL Reading IIIB

General

Academic Level
Developmental_Education

Course Title
ESL Reading IIIB

Description
Students with high-intermediate knowledge of English will improve their ability to read and understand a variety of reading passages. Students will prepare for reading in an academic environment by applying and improving strategies such as predicting, scanning, identifying main and supporting ideas, making inferences, developing context clues to build vocabulary, identifying cause and effect, and recognizing facts and opinions. Students complete 15 hours of using ESL software as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL 005 and ESLL 018) or English language competence as determined by the ESL department through testing and/or course work

ESLL 027 - ESL Speaking IIIB

General

Academic Level
Developmental_Education

Course Title
ESL Speaking IIIB

Description
Students with high-intermediate skills in spoken English will improve and practice conversational skills in order to improve their listening and speaking abilities in academic and professional contexts. In addition, students complete 15 hours of additional language practice as part of the requirements for this course.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL017 ESL Speaking IIIA and Pre- or corequisite: [(ESLL015 ESL Writing IIIA or ESLL016 ESL Writing IIIB) and (ESLL018 ESL Reading IIIA or ESLL019 ESL Reading IIIB)]) OR English language competence as determined by the ESL department through testing and/or course work

ESLL 028 - English Vocabulary III

General

Academic Level
Developmental_Education

Course Title
English Vocabulary III

Description
Students with high-intermediate knowledge of English will expand their vocabulary by 300 new words which they will learn to recognize and use in written and oral communication. Students will also develop and improve vocabulary-learning strategies, such as inference from context, understanding word families, recognizing synonyms, analyzing word parts, using dictionaries. Students complete 15 hours of using ESL software as part of the requirements for this course. Prereq. - English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ESLL 008 or English language competence as determined by the ESL department through testing and/or course work

ESLL 035 - ESL College Success

General

Academic Level
Developmental_Education

Course Title
ESL College Success

Description
The course focuses on helpingSecondlanguage learners integrate into the US Higher Education environment. This course examines goal setting, cultural adjustment, college policies, graduation requirements, campus resources, programs and services, student rights and responsibilities, student educational planning and other topics as needs are identified. Designed for advancedSecondlanguage learners, this course enhances the transition into American society and maximizes the successful matriculation through college. Prereq. - English language competence as determined by ESL department faculty.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: English language competence as determined by the ESL department faculty

ESLL 114 - Attention to Accent

General

Academic Level
Undergraduate

Course Title
Attention to Accent

Description
This class is designed to help high intermediate to advanced English language learners improve their American English pronunciation. In addition, students complete 15 hours of independent study using ESL software as part of the requirements for this course. Formerly ESLL 014.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL015 and ESLL 018) or English language competence as determined by the ESL department through testing and/or course work

ESLL 131 - ESL Writing IV

General

Academic Level
Undergraduate

Course Title
ESL Writing IV

Description
English language learners and international students preparing to enroll in regular college courses or enter the work force with an advanced knowledge of English will study and analyze errors in complex sentence structure and learn test-taking strategies. Students complete 15 hours of independent online study in addition to the requirements for this course. Formerly ESLL 031. Prereq.- English language competence as determined by the ESL department through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL 016 and ESLL 018) or English language competence as determined by the ESL department through testing and/or course work

ESLL 133 - ESL Reading IV

General

Academic Level
Undergraduate

Course Title
ESL Reading IV

Description
English language learners and international students preparing to enroll in regular college courses or enter the work force with an advanced knowledge of English will develop critical reading and thinking skills and learn test-taking strategies. Students complete 15 hours of independent online study in addition to the requirements for this course. Formerly ESLL 033. Prereq.- English language competence as determined by ESL department faculty.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL 015 and ESLL 019) or English language competence as determined by the ESL department through testing and/or course work

ESLL 137 - ESL Speaking IV

General

Academic Level
Undergraduate

Course Title
ESL Speaking IV

Description
English language learners will develop advanced college and work-related communication skills in individual, small group, and classroom situations. Focus will be on practicing academic listening and oral presentation skills. Activities will also help students develop intercultural understanding and appreciation. In addition, students complete 15 hours of additional language practice as part of the requirements for this course. Formerly ESLL 037

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: [(ESLL015 ESL Writing IIIA or ESLL016 ESL Writing IIIB or ESLL131 ESL Writing IV) and ESLL027 ESL Speaking IIIB and (ESLL018 ESL Reading IIIA or ESLL138 ESL Vocabulary IV)] or English language competence as determined by the ESL department through testing and/or course work

ESLL 138 - ESL Vocabulary IV

General

Academic Level
Undergraduate

Course Title
ESL Vocabulary IV

Description
Students with advanced knowledge of English will expand their vocabulary by 300 new words which they will learn to recognize and use in written and oral communication. Students will also improve and apply vocabulary-learning strategies, such as text analysis, understanding word families, recognizing synonyms and collocations, analyzing word parts, and using dictionaries. Students complete 15 hours of using ESL software as part of the requirements for this course. Formerly ESLL 038. Prereq.- English language competence as determined by the ESL departmnet through testing and/or course work.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (ESLL 015 and ESLL 018 and ESLL 028) or English language competence as determined by the ESL department through testing and/or course work

FDST 110 - Food and Identity

General

Academic Level
Undergraduate

Course Title
Food and Identity

Description
Students in this course will explore how people use food to identify themselves as individuals and as groups. Students will study the meaning and significance of food in different cultures, by exploring the way that ethnicity, gender, socioeconomic status and religion influence our food choices. An emphasis will be placed on the examination of how people transmit and preserve culture and intricate relationships through food.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AAS elective
Yes

FDST 201 - Sustainable Food Systems

General

Academic Level
Undergraduate

Course Title
Sustainable Food Systems

Description
Students in this course will investigate how farmers, government, and consumers shape a local food system. Attention will be given to local culture, geography, and politics and how they provide opportunities and obstacles for feeding a region. This course will guide students to think critically about local, national, and international food systems and how our food decisions shape and are shaped by our understanding of environmental, political, social, and economic issues.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AAS elective
Yes

FUNS 101 - Funeral Directing I

General

Academic Level
Undergraduate

Course Title
Funeral Directing I

Description
The procedures to be used by the funeral director to carry out the necessary functions associated with the notification of a death, transfer of human remains, shipment of remains; arrangement conference counseling, visitation, funeral or memorial services, disposition, and post-funeral services (aftercare); pre-funded/ preplanned funerals funeral related financial resources (Social Security, Veteran's Administration, National Cemeteries, Armed Forces, Public Assistance, etc.)

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (ACCT100 or ACCT101) and BIOS160 and BIOS202 and BUSA152 and CHEM135 and CISC101 and PSYC221

This course is an approved AAS elective
Yes

FUNS 102 - Introduction to Funeral Service

General

Academic Level
Undergraduate

Course Title
Introduction to Funeral Service

Description
An overview of the funeral service profession with an emphasis on professionalism, funeral history, current and future trends, statistics, and relevant vocabulary. Restricted to Funeral students.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (ACCT100 or ACCT101) and BIOS160 and BIOS202 and BUSA152 and CHEM135 and CISC101 and PSYC221

This course is an approved AAS elective
Yes

FUNS 105 - Funeral Directing II

General

Academic Level
Undergraduate

Course Title
Funeral Directing II

Description
A review of the typical religious funeral customs associated with Judaism, Roman Catholicism, Protestantism, religious practices, fraternal funerals, military honors and strategies to enhance the relationships between the funeral director, the clergy, and the bereaved.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: FUNS 101 and FUNS 102 and FUNS 203 and FUNS 210

This course is an approved AAS elective
Yes

FUNS 201 - Funeral Service Merchandising

General

Academic Level
Undergraduate

Course Title
Funeral Service Merchandising

Description
Business principles related to pricing, promotion, personnel management, inventory control, computer usage, and merchandising & pricing of caskets, outer burial containers, and cremation urns, etc. Restricted to Funeral students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (ACCT 100 or 101) and BUSA 152 and BUSA 221G and PSYC 221

This course is an approved AAS elective
Yes

FUNS 203 - Pathology for Funeral Service

General

Academic Level
Undergraduate

Course Title
Pathology for Funeral Service

Description
Pathological changes affecting the human body, its structure, function, with particular emphasis on the implications these changes have on the embalming and/or restorative art process. Restricted to Funeral students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

FUNS 210 - Embalming Theory I

General

Academic Level
Undergraduate

Course Title
Embalming Theory I

Description
Theoretical training in all phases of the embalming process, including an orientation and introduction to embalming, death, pre-embalming changes, embalming instrumentation, preparation of the body, selection of vessels, injection and drain-age techniques, dilution-distribution-diffusion, cavity treatment, and postmortem examinations. Restricted to Funeral students. Prereq. - BIOS 160 (or BIOS204 and 254) and CHEM135. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: [BIOS 160 or (BIOS204 and BIOS254)] and CHEM135

This course is an approved AAS elective
Yes

FUNS 212 - Funeral Service Clinical I

General

Academic Level
Undergraduate

Course Title
Funeral Service Clinical I

Description
This course provides on-campus practical experience in all phases of the applied embalming process and responsibilities required of a funeral director. This course is graded Pass/Fail. Coreq. - FUNS 210. Offered fall semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites
Corequisite: FUNS210

This course is an approved AAS elective
Yes

FUNS 220 - Embalming Theory II

General

Academic Level
Undergraduate

Course Title
Embalming Theory II

Description
Theoretical training in all phases of the embalming process, including embalming chemicals and arterial solutions, specific embalming treatments, disaster management, the history of embalming, biohazardous waste disposal, OSHA standards, and case analysis; continuation of Embalming Theory I. Restricted to Funeral students. Prereq. - FUNS 210 with C or better. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in FUNS210

This course is an approved AAS elective
Yes

FUNS 222 - Funeral Service Clinical II

General

Academic Level
Undergraduate

Course Title
Funeral Service Clinical II

Description
A continuation of FUNS212, this course provides on-campus practical experiences in all phases of the applied embalming process and responsibilities required of a funeral director. Restricted to Funeral students. This course is graded Pass/Fail. Offered spring semester only.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:3:0

Prerequistes and Corequisites
Prerequisite: FUNS212 or FUNS 241

This course is an approved AAS elective
Yes

FUNS 231 - Funeral Service and Small Business Management

General

Academic Level
Undergraduate

Course Title
Funeral Service and Small Business Management

Description
The role and function of an effective funeral home manager with emphasis on entrepreneurial skills related to buying and selling a funeral home, succession planning, managing facilities, financial statements, financing, and consumer behavior. Restricted to Funeral students

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (FUNS 101 and FUNS 201)

This course is an approved AAS elective
Yes

FUNS 241 - Funeral Services Field Study I

General

Academic Level
Undergraduate

Course Title
Funeral Services Field Study I

Description
This course provides a minimum of six (6) hours per week of cooperative education in an approved funeral home, under the direction of a licensed funeral director. Students will be required to perform tasks related to the embalming procedure and funeral directing. This course is graded Pass/Fail. Restricted to Funeral Service Education students. Additional course fees: $75.00.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:6

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

FUNS 242 - Funeral Services Field Study II

General

Academic Level
Undergraduate

Course Title
Funeral Services Field Study II

Description
A continuation of FUNS 241, this course provides a minimum of 6 hours per week of cooperative education in an approved funeral home, under the direction of a licensed funeral director. Students will be required to perform tasks related to the embalming procedure and funeral directing. Restricted to Funeral Service Education students. This course is graded Pass/Fail.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:6

Prerequistes and Corequisites
Prerequisite: FUNS212 or FUNS241

This course is an approved AAS elective
Yes

FUNS 251 - US and PA Funeral Law and Ethics

General

Academic Level
Undergraduate

Course Title
US and PA Funeral Law and Ethics

Description
Basic business laws and principles associated with funeral contracts, negligence, tort liability, magistrates, state and local courts, disposition rights, probate, Pennsylvania Funeral Director Law and the rules and regulations, and ethical behavior in funeral service. Restricted to Funeral students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in FUNS 101 and FUNS102 and FUNS203 and FUNS 210

This course is an approved AAS elective
Yes

FUNS 255 - Cosmetology and Restorative Art

General

Academic Level
Undergraduate

Course Title
Cosmetology and Restorative Art

Description
Aspects of general art as applied to funeral service, anatomical modeling, facial expressions, familiarization with tools, materials and techniques necessary to reconstruct human features, color in cosmetics, and development of special laboratory skills. Restricted to Funeral students. Prereq. - BIOS 160 or 254. Additional course fees: $85.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: BIOS160 or BIOS254

This course is an approved AAS elective
Yes

FUNS 280 - Funeral Svc Ed Comprehensive Rev

General

Academic Level
Undergraduate

Course Title
Funeral Svc Ed Comprehensive Rev

Description
A course designed as a review of the entire curriculum, culminating with an exam designed to prepare students for the national board or various state board examinations. Courses must be taken during the final semester of coursework. Restricted to Funeral students.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: C or better in FUNS201 and FUNS210

This course is an approved AAS elective
Yes

GEOG 101 - Cultures, Peoples and the Environments of the World

General

Academic Level
Undergraduate

Course Title
Cultures, Peoples and the Environments of the World

Description
This course in an introduction to fundamental principles of physical and human geography, with topics ranging from climate change, plate tectonics, globalization, world cultures, cultural identity, human migration and their interactions. We will examine the relationships among space, place, environment, and culture in an effort to understand why events and processes occur at specific locations, and how those events and processes influence activities elsewhere, including the effects of global networks and capital on culture regions, local practices and people will be explored. Our central question as geography students will be - Why is this happening in this particular place at this particular time?

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 121 - Environmental Sustainability

General

Academic Level
Undergraduate

Course Title
Environmental Sustainability

Description
This course used scientific principles of ecology to analyze human impact on the natural environment. It examines population change, resource consumption, environmental modification, and their past and present relationships. With economics, politics, and culture providing context, the course explores possible paths to the sustainability of human society in the natural world. Course numbers ending with a G are Writing Intensive (WI). Also available through Online Learning. Core: SSHB, WI, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 121G - Environmental Sustainability

General

Academic Level
Undergraduate

Course Title
Environmental Sustainability

Description
Human/environment interactions through history; basics of ecology with application to human ecology; causes and consequences of population growth, resource depletion, and pollution; relationships between these problems and possible solutions to them. Writing intensive. Prereq. - ENGL 101. Core: SSHB, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 140 - Investigating Climate Change

General

Academic Level
Undergraduate

Course Title
Investigating Climate Change

Description
The course examines the evidence relevant to the questions of whether global climate is changing and if human behavior is a cause; the ways that potential climate changes could be beneficial or harmful; the variation in the potential benefits and risks of climate change for different places and groups of people; the ways that individuals and society can respond to potential or actual climate change; the variety of reasons why people disagree about climate change. CORE: SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 150 - Astronomy

General

Academic Level
Undergraduate

Course Title
Astronomy

Description
Astronomy is an introductory course designed for both science and non-science majors. It will provide a broad introduction to Astronomy, including observational cycles and systems as well as, important historical developments. Weekly laboratory exercises are an integral part of this course, and these investigations are designed for students who have algebra and are comfortable with basic mathematical principles. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 151 - Cultures, Economies and Environments of the US and Canada

General

Academic Level
Undergraduate

Course Title
Cultures, Economies and Environments of the US and Canada

Description
This course is an introduction to the United States and Canada's physical and human geography on a topical and regional basis. Emphasis on historic and current development, changing population patterns, economic activities and regions, the distribution of natural resources, climate regions. The course will have a special emphasis on indigenous communities and cultures, food systems and climate adaptation and mitigation in rural and urban North America.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 151G - Cultures, Economies and Environments of the US and Canada

General

Academic Level
Undergraduate

Course Title
Cultures, Economies and Environments of the US and Canada

Description
This course is an introduction to the United States and Canada's physical and human geography on a topical and regional basis. Emphasis on historic and current development, changing population patterns, economic activities and regions, the distribution of natural resources, climate regions. The course will have a special emphasis on indigenous communities and cultures, food systems and climate adaptation and mitigation in rural and urban North America.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 210 - Weather and Climate

General

Academic Level
Undergraduate

Course Title
Weather and Climate

Description
The course provides an introduction to meteorology and atmospheric sciences. It includes the structure and composition of the atmosphere and the elements that affect it, such as pressure, humidity and temperature. It examines the development of a variety of weather phenomenon, such as cloud formation, fronts, storm system and severe weather, and reviews basic weather forecasting and analysis techniques. The course explores short and long-term climate processes and their impact on the environment and people. The course demonstrates how different regions of the world have been and will be impacted by climate change in the past, present and future. This is a laboratory science course and the concepts covered in lecture will be demonstrated with hands-on and technology-based activities using a variety of exercises, observations and experiments. Core: SCI, CT, D.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 271 - Introduction to Geographic Information Systems

General

Academic Level
Undergraduate

Course Title
Introduction to Geographic Information Systems

Description
This course teaches the fundamental concepts and basic functions of GIS (Geographic Information Systems), and their application to analyze and solve real-world problems. It is designed to introduce the student to the basic principles and techniques of GIS, the properties of GIS maps, and the structure of a GIS database. The lab material and course exercises will emphasize GIS data collection, entry, storage, analysis, and output using industry standard software. Students will develop basic software skills by working with industry standard tools to visualize geographic data, create maps, query a GIS database, and analyze data using common analysis tools. Core: SSHB.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOG 293 - Special Studies in Geography

General

Academic Level
Undergraduate

Course Title
Special Studies in Geography

Description
See statement of Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GEOL 201 - Physical Geology

General

Academic Level
Undergraduate

Course Title
Physical Geology

Description
The origin, development, structure and composition of the earth, and its surface and internal dynamics. Also available through Online Learning. Core: SCI.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AAS elective
Yes

GLBL 130 - Introduction to Global Studies

General

Academic Level
Undergraduate

Course Title
Introduction to Global Studies

Description
This course introduces students to ongoing challenges in social, cultural, environmental, economic, and political issues comprising the 21st century global society. Through this course, students gain an interdisciplinary synthesis of globalization through multiple perspectives and lenses, weighing what it is changing in the present and immediate future around the world. Core: D, SIT. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GLBL 160 - Field Experience and AcademicResearch in Global Studies

General

Academic Level
Undergraduate

Course Title
Field Experience and AcademicResearch in Global Studies

Description
This course serves as an alternate cultural immersion experience for students in the global studies program who do not complete a three-credit study-abroad course. The primary focus of the course will be on academic research and experiential learning projects geared toward developing competencies consistent with engaged and responsible global citizenship. This course includes 30 hours of field experience. Prereq. - GLBL130. Core: D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2.5:0:2

Prerequistes and Corequisites
Prerequisite: GLBL130

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

GLBL 230 - Global Studies Capstone

General

Academic Level
Undergraduate

Course Title
Global Studies Capstone

Description
This course serves as the capstone or culminating immersive experience for students in the global studies program. The course consists of engaged learning experiences while building upon the concept of global citizenship and global studies theory. Students will work with local companies, organizations, or non-profit/service agencies with an international or global focus as part of a 45-hour field learning experience. Prereq. - GLBL130. Core: D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:3

Prerequistes and Corequisites
Prerequisite: GLBL130

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HCOA 154 - Medical Terminology

General

Academic Level
Undergraduate

Course Title
Medical Terminology

Description
Comprehensive study of medical terminology with emphasis on prefixes, suffixes, word roots, and spelling principles through the use of programmed materials, interactive computer experiences, lecture, and audio tape delivery. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HCOA 172 - Health Insurance Basics

General

Academic Level
Undergraduate

Course Title
Health Insurance Basics

Description
This course reviews the procedures, rules and regulations as well as the history, structure, and organization of the health insurance processes. Emphasis will be placed on review of medical documentation and accuracy in the submission of health claims for optimal reimbursement. (Formerly OFAD172) Prereq. - HCOA154.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HCOA154

This course is an approved AAS elective
Yes

HCOA 175 - ICD-10-CM/PCS Coding Methodologies

General

Academic Level
Undergraduate

Course Title
ICD-10-CM/PCS Coding Methodologies

Description
This course reviews the ICD-10-CM/PCS coding and classifications systems used in the health care setting. The emphasis is on the coding guidelines, rules and regulations as well as the history, structure and organization of the coding systems. Emphasis on the review of medical documentation, diagnosis selection and the correct sequencing for optimal reimbursement will also be integrated with the course. Prereq. - HCOA154. (Formerly known as OFAD175). Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HCOA154

This course is an approved AAS elective
Yes

HCOA 176 - Current Procedural Terminology Coding Methodology

General

Academic Level
Undergraduate

Course Title
Current Procedural Terminology Coding Methodology

Description
This course reviews the CPT (Current Procedural Terminology) coding system used in the health care setting. The course will emphasize the coding guidelines, the application of modifiers, the rules and regulations as well as the structure of the coding system. Review of medical documentation will also be incorporated. (Formerly OFAD177). Prereq. - HCOA154. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HCOA 177 - Health Information Technology

General

Academic Level
Undergraduate

Course Title
Health Information Technology

Description
This course is designed to introduce the student to the field of health information technology. Topics to be covered include the healthcare delivery system, medical records format and content, healthcare reimbursement, how information is gathered and by whom, how information is used and the technology behind health information systems. In addition, the course will cover retention policies and procedures, documentation, confidentiality issues (HIPAA), legal and regulatory aspects of the medical record and the basics of the electronic health record. (Formerly OFAD177)

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HCOA 240 - Medical Office Mngmt Practices

General

Academic Level
Undergraduate

Course Title
Medical Office Mngmt Practices

Description
This course is a culminating experience for students enrolled in health care programs. Students will develop skills necessary for working in a health care environment, whether it is in a physician's office, hospital, skilled nursing facility or other health care/medical office. Students will master tasks of a medical office, including medical communications and scheduling, preparing patients' charts and bills, electronic health records, finances, managing health information, ethics, law and compliance and general office management. Prereq. - HCOA154. (Formerly known as OFAD240). Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HCOA154

This course is an approved AAS elective
Yes

HCOA 254 - Advanced Medical Terminology

General

Academic Level
Undergraduate

Course Title
Advanced Medical Terminology

Description
This course is an in-depth study of medical terminology with emphasis on current usage pertaining to diagnostic techniques, disease processes, oncology, radiology, surgical and medical treatment/intervention. Prereq. - HCOA154. (Formerly known as OFAD254)

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HCOA154

This course is an approved AAS elective
Yes

HCOA 270 - Advanced Coding for Medical Services

General

Academic Level
Undergraduate

Course Title
Advanced Coding for Medical Services

Description
This course introduces advanced ICD-10 and CPT coding skills with emphasis on enhancing accuracy and refinement of effective use of resources. Course intended only for those students who possess a working knowledge of coding; will prove beneficial to those currently working in a medical billing setting. Prereq. - HCOA175+176. (Formerly known as OFAD270). Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HCOA 274 - Special Topics in Health Care Office Administration

General

Academic Level
Undergraduate

Course Title
Special Topics in Health Care Office Administration

Description
This course introduces various healthcare topics, enhancing students' awareness of the field's dynamic nature. The subjects covered may vary to reflect current and significant developments in healthcare. Topics may include, but are not limited to Ethics, Quality, Compliance, Laws and DEI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

HCOA 280 - Medical Coding in the Real World

General

Academic Level
Undergraduate

Course Title
Medical Coding in the Real World

Description
This course will help students review everything that they learned in the Health Care Office Administration program so that it makes sense all together. This course is the first step in a student's goal towards preparing to take the required certification(s) and ultimately a career in medical coding. It contextualizes all learning within that "real-world" setting, and presents instructions on how to correctly identify, select, and apply healthcare codes from each of the major code sets (ICD-10-CM, ICD-10-PCS, CPT and HCPCS), thus preparing students for medical coding in the real world.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HCOA175 and HCOA176

This course is an approved AAS elective
Yes

HEAL 150 - Contemporary Health

General

Academic Level
Undergraduate

Course Title
Contemporary Health

Description
This course introduces students to current health and wellness issues, while helping them understand the challenges to living a holistically healthy lifestyle. Topics studied include, but are not limited to, behavior change, psychological health, managing stress, improving sleep, preventing injuries and violence, healthy relationships, addictions and other risky health behaviors, nutrition, fitness, weight management, disease prevention, and environmental health threats. Emphasis is placed on incorporating healthy practices into the student's lifestyle. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 103 - Ancient and Medieval History

General

Academic Level
Undergraduate

Course Title
Ancient and Medieval History

Description
Survey of the evolution of Western society from its origins in the Near East, through the significant civilizations of Egypt, the legacy of the Greco-Roman world, the shaping of the medieval world, the foundations of Europe, to the intellectual advances of the Renaissance. It is an interdisciplinary study emphasizing themes in history, religion, the humanities, and both social and natural science. Core: SIT. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 113 - American History I

General

Academic Level
Undergraduate

Course Title
American History I

Description
American history from the age of discovery/colonization to the Reconstruction Era; investigates the interaction of change and human experience over time; covers specific individuals, events, and public policies, as well as the relationship between cultures, institutions/systems, and human experience. Also available through Online Learning. Approved for the Honors Program. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

HIST 113G - American History I

General

Academic Level
Undergraduate

Course Title
American History I

Description
American history from the age of discovery/colonization to the Reconstruction Era; investigates the interaction of change and human experience over time; covers specific individuals, events, and public policies, as well as the relationship between cultures, institutions/systems, and human experience. Also available through Online Learning. Prereq.- ENGL 101. Core: SIT, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 121 - The Black Experience

General

Academic Level
Undergraduate

Course Title
The Black Experience

Description
This course closely examines the contributions that people of African descent have made to the development of the United States. It begins with the African origins of the Black population and traces their varied experiences through every major period in United States history from colonial times to the present. The course moves beyond politics to explore the rich cultural contributions made by African Americans in the areas of music, art, religion, and literature during such periods as the Harlem Renaissance, the Civil Rights movement, and the contemporary Hip Hop era, to include the Black Lives Matter movement. The theoretical framework is designed to teach students to appreciate the beauty, complexities, and contradictions that are inherent in the American mosaic.

Most prominent among the individuals we will study are Fredrick Douglas, Sojourner Truth, Brooker T. Washington, W.E.B. Du Bois, Marcus Garvey, Martin Luther King, Rosa Parks, and Malcolm X. The schools of thought we will encounter encompass the ideological spectrum from conservatives to progressives. We will also consider the secondary works of the most eminent scholars in the related fields as each student is encouraged to reach independent conclusions about all the material presented in the course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 121G - The Black Experience

General

Academic Level
Undergraduate

Course Title
The Black Experience

Description
This course closely examines the contributions that people of African descent have made to the development of the United States. It begins with the African origins of the Black population and traces their varied experiences through every major period in United States history from colonial times to the present. The course moves beyond politics to explore the rich cultural contributions made by African Americans in the areas of music, art, religion, and literature during such periods as the Harlem Renaissance, the Civil Rights movement, and the contemporary Hip Hop era, to include the Black Lives Matter movement. The theoretical framework is designed to teach students to appreciate the beauty, complexities, and contradictions that are inherent in the American mosaic.

Most prominent among the individuals we will study are Fredrick Douglas, Sojourner Truth, Brooker T. Washington, W.E.B. Du Bois, Marcus Garvey, Martin Luther King, Rosa Parks, and Malcolm X. The schools of thought we will encounter encompass the ideological spectrum from conservatives to progressives. We will also consider the secondary works of the most eminent scholars in the related fields as each student is encouraged to reach independent conclusions about all the material presented in the course.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 123 - African Civilizations

General

Academic Level
Undergraduate

Course Title
African Civilizations

Description
This is a survey course of several major African Civilizations. Civilizations chosen may vary by instructor but will normally include the classic cultures of Nubia, Kemet, Ghana, Mali, Songhai, Monomotapa, Yoruba, Asante, and Zulu. The period covered is from antiquity to the 19th century. Focus is on the cosmology, worldview, and culture of Africans and the impact of cross- cultural contacts. The course will also include a cursory look at colonial and post-colonial Africa. CORE: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 140 - Modern Chinese History

General

Academic Level
Undergraduate

Course Title
Modern Chinese History

Description
This survey class will cover China's history from the founding of the last imperial dynasty to the period of economic reform following the death of Mao Zedong. Students will learn about China's long struggle to adapt traditional society to the modern world through years of colonialism, internal upheaval and war. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 153 - Foundations of Modern European History 1300-1815

General

Academic Level
Undergraduate

Course Title
Foundations of Modern European History 1300-1815

Description
From the breakdown of the medieval feudal synthesis to the emergence of the modern world, this course cover the Renaissance, Reformation, Counter-Reformation, the rise of Absolutism, the Enlightenment and the beginnings of the Industrial Revolution. Course numbers ending in G are Writing Intensive (WI). Core: SIT. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 153G - Foundations of Modern European History 1300-1815

General

Academic Level
Undergraduate

Course Title
Foundations of Modern European History 1300-1815

Description
From the breakdown of the medieval feudal synthesis to the emergence of the modern world, this course cover the Renaissance, Reformation, Counter-Reformation, the rise of Absolutism, the Enlightenment and the beginnings of the Industrial Revolution. Students who have taken HIST 152 may not take this course. Course numbers ending in G are Writing Intensive (WI). Core: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 163 - American History II

General

Academic Level
Undergraduate

Course Title
American History II

Description
This course covers major political and social events in the United States from the Civil War to World War II. Special attention is paid to westward expansion, immigration, the Jazz Age, and the Great Depression. The course takes an inclusive perspective in analyzing the forces and people of diverse backgrounds who built the country. While studying each period, students learn that events are facts that have causes and consequences. Intellectually, students learn to appreciate the beauty of the United States while grappling with complexity and its many contradictions. Approved for the Honors Program. Core: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

HIST 165 - The American Experience of Warfare

General

Academic Level
Undergraduate

Course Title
The American Experience of Warfare

Description
An exploration of American Involvement in warfare and military actions from the late 1860's to the present. The course will give students the opportunity to examine the causes and contexts of the nation's wars; political decisions related to warfare; combat leadership, strategies and outcomes; the effect of the military and of warfare on the American economy and domestic society; the role of dissent during wartime, and the position of military veterans. CORE: SIT, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 165G - The American Experience of Warfare

General

Academic Level
Undergraduate

Course Title
The American Experience of Warfare

Description
An exploration of American Involvement in warfare and military actions from the late 1860's to the present. The course will give students the opportunity to examine the causes and contexts of the nation's wars; political decisions related to warfare; combat leadership, strategies and outcomes; the effect of the military and of warfare on the American economy and domestic society; the role of dissent during wartime, and the position of military veterans. CORE: SIT, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 166 - Civil War and Reconstruction

General

Academic Level
Undergraduate

Course Title
Civil War and Reconstruction

Description
Political, social, economic, and military aspects of the Civil War and Reconstruction, from 1845-1877. Course discusses systemic American racism, slavery, sectionalism, and the causes of the Civil War; wartime activities of the Union and Confederacy; leading personalities; issues and policies of the Reconstruction era and the Compromise of 1877. Also available through Online Learning. Core: D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 166G - Civil War and Reconstruction

General

Academic Level
Undergraduate

Course Title
Civil War and Reconstruction

Description
Political, social, economic, and military aspects of the Civil War and Reconstruction, from 1845-1877. Course discusses systemic American racism, slavery, sectionalism, and the causes of the Civil War; wartime activities of the Union and Confederacy; leading personalities; issues and policies of the Reconstruction era and the Compromise of 1877. Prereq. - ENGL 101. Also available through Online Learning. Core: D, SIT, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 168 - History of the Middle East

General

Academic Level
Undergraduate

Course Title
History of the Middle East

Description
This course explores the development of the modern Middle East, paying particular attention to the region's multiple cultures; the rise, spread, and influence of Islam; the challenges of imperialism; and the economic, social, and political changes that have occurred in the region since the 7th Century. Analysis will be made of the Middle East's influences on the West, and the shifting power relationships that have caused extensive conflict and turmoil among its people. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 168G - History of the Middle East

General

Academic Level
Undergraduate

Course Title
History of the Middle East

Description
This course explores the development of the modern Middle East, paying particular attention to the region's multiple cultures; the rise, spread, and influence of Islam; the challenges of imperialism; and the economic, social, and political changes that have occurred in the region since the 7th Century. Analysis will be made of the Middle East's influences on the West, and the shifting power relationships that have caused extensive conflict and turmoil among its people. Writing intensive. Prereq. - ENGL 101. Core: SIT, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 169 - History of Latinos in the US

General

Academic Level
Undergraduate

Course Title
History of Latinos in the US

Description
This course examines the history of the Latino/Latina presence in the United States from the earliest years of Spanish exploration until the present. Topics explored will include patterns of settlement and interactions with Natives from the 16th century onward; developments in Texas, the Southwest and Puerto Rico due to territorial expansion; patterns of migration and immigration including changes in US immigration policies; experiences of business, work and labor organization; the wide variety of Latino/Latina cultural expression; questions of assimilation; comparative experiences of various Latino/Latina ethnicities; and aspects of race, gender and social class.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 169G - History of Latinos in the US

General

Academic Level
Undergraduate

Course Title
History of Latinos in the US

Description
This course examines the history of the Latino/Latina presence in the United States from the earliest years of Spanish exploration until the present. Topics explored will include patterns of settlement and interactions with Natives from the 16th century onward; developments in Texas, the Southwest and Puerto Rico due to territorial expansion; patterns of migration and immigration including changes in US immigration policies; experiences of business, work and labor organization; the wide variety of Latino/Latina cultural expression; questions of assimilation; comparative experiences of various Latino/Latina ethnicities; and aspects of race, gender and social class.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 173 - Modern European History 1815-Present

General

Academic Level
Undergraduate

Course Title
Modern European History 1815-Present

Description
Post-Napoleonic Europe, the revolutions of 1898, the unifications of Germany and Italy, Imperialism, the causes and results of World War I, the Depression and the ideologies of the 20th century and World War II. The post-war struggle between the super-powers will also be treated. Students who have taken HIST 172 may not take this course. Core: SIT, CT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 173G - Modern European History 1815-Present

General

Academic Level
Undergraduate

Course Title
Modern European History 1815-Present

Description
Post-Napoleonic Europe, the revolutions of 1898, the unifications of Germany and Italy, Imperialism, the causes and results of World War I, the Depression and the ideologies of the 20th century and World War II. The post-war struggle between the super-powers will also be treated. Students who have taken HIST 172 may not take this course. Writing intensive. Prereq. - ENGL101. Core: SIT, IL, CT, D WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 183 - Modern American History: 1945-Present

General

Academic Level
Undergraduate

Course Title
Modern American History: 1945- Present

Description
This course will focus on major developments in US history from the end of World War II until the present. It will explore themes in society, politics, economics, and foreign policy with an emphasis on the interaction of change and the human experience over time. Specific individuals, events, and public policies will be covered, along with the relationship between cultures, institutions/systems, and human experience. Topics will include the Cold War and the War on Terror; mass consumerism, the welfare state, deregulation, deindustrialization, and digital technology; the Civil Rights Movement and other post-world war social movements; the rise of the new left and the new right; and immigration and globalization. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 210 - History of Science

General

Academic Level
Undergraduate

Course Title
History of Science

Description
This course is an interdisciplinary overview of the greatest scientific discoveries in history and the people who made them from the ancients to the present. Core: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 211 - History of Pennsylvania

General

Academic Level
Undergraduate

Course Title
History of Pennsylvania

Description
This course will focus on Pennsylvania history from pre-colonization to the present day. It will examine events specific to the history of the Commonwealth, the state's role in the nation, and national and local events with impact on the state. The course will cover state political, economic and social issues and how they have evolved with the history of the state. Pre- or coreq. - HIST 113 or 163. Core: SIT. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: HIST113 or HIST163

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HIST 221 - American Media History

General

Academic Level
Undergraduate

Course Title
American Media History

Description
This course is a study of the development of American broadcast media institutions, from radio's earliest beginnings to the complex media structure of today.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HOSP 105 - Foundations of Hospitality and Service Management

General

Academic Level
Undergraduate

Course Title
Foundations of Hospitality and Service Management

Description
This course introduces the history and scope of the hospitality and tourism industry while emphasizing the importance of exceptional guest service. Students will explore why people travel, how to recognize different types of guests, and strategies for building lasting relationships. Through real-world examples, the course focuses on managing guest interactions, turning service challenges into opportunities, and applying leadership practices that support a strong service culture and brand experience.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

HOSP 111 - Food and Beverage Management

General

Academic Level
Undergraduate

Course Title
Food and Beverage Management

Description
This course is designed to provide students with an understanding of the hospitality food service industry, it's variety of operations/outlets and how to gain the skills to successfully manage these operations/outlets. Areas of study include an overview of food and beverage outlets, food service marketing, menu analysis, menu cost and pricing strategies. Analysis will be done on service standard operating procedures, types of service, food and beverage sourcing, and beverage management. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

HOSP 125 - Meetings, Conventions and Expositions

General

Academic Level
Undergraduate

Course Title
Meetings, Conventions and Expositions

Description
This course provides information on planning events such as meetings, conferences, conventions, trade shows, sporting and televised events. Students are introduced to the differences between events, employees involved in venues and the steps that are taken to plan, organize, produce, budget and evaluate such activities within the event segment.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 128 - Wedding and Social Event Management

General

Academic Level
Undergraduate

Course Title
Wedding and Social Event Management

Description
This course focuses on the unique management requirements of social events and weddings, with an emphasis on starting and managing an event management business. Course topics include an exploration of special events in different cultures, event theme and decor, lighting and visual effects, attire, vendors and entertainers, and day-of-event logistics.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 130 - Convention Services and Catering Management

General

Academic Level
Undergraduate

Course Title
Convention Services and Catering Management

Description
This course focuses on the foundation of convention services, which includes reaching and servicing the group meetings and special event markets. The process of selling space, function types, table design, room design, technology and event trends. The course will also cover the management practices with guest demographic, client and employee communication. The planning, financing, organizing, marketing and operations of catered events are discussion topics. Students apply learning through the participation in three on-campus catered events.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: HOSP105 Foundations of Hospitality and Service Management

This course is an approved AAS elective
Yes

HOSP 132 - Event Promotion and Sponsorship

General

Academic Level
Undergraduate

Course Title
Event Promotion and Sponsorship

Description
This course examines how to promote events and use events to endorse products, services and causes. Specifics covered include image, branding, advertising, publicity, ambush marketing and public relations, their importance to an event or product, the benefits and best practices of each. Cause marketing, corporate philanthropy, corporate social responsibility, non-profits and donations will all be analyzed in relationship to sponsorship. Also covered are the coordinating methods to secure sponsorship contracts.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 140 - Principles of Festival Operations

General

Academic Level
Undergraduate

Course Title
Principles of Festival Operations

Description
This course offers an in-depth exploration of the planning and management of domestic festivals, both profit and nonprofit. Students will learn to identify target audiences, define festival goals, and align these with customer expectations. The course covers essential logistics, management strategies, and practical techniques for organizing successful festivals. Emphasis is placed on the economic impact of festivals, with a focus on effective communication and a comprehensive approach to risk management.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 142 - Concerts and Live Entertainment

General

Academic Level
Undergraduate

Course Title
Concerts and Live Entertainment

Description
This course offers an in-depth exploration of the logistics involved in planning, producing, and promoting live events. Students will gain practical knowledge in talent booking and artist management, as well as developing budgets and executing strategies for successful concerts and live entertainment. The course covers essential aspects such as organizing, managing, marketing, and selling events, with a focus on communication and event coordination.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 150 - Resort Management

General

Academic Level
Undergraduate

Course Title
Resort Management

Description
This course highlights the operation and management of resort properties. Beginning with the resort concept and the historical development of resorts, details are presented in planning, development, management, marketing and financial aspects that deal with the unique nature of resort business. Analysis of management systems and methods for development of full-service resorts are presented, along with comparison of specialized requirements for different types of resorts based on location, climate, activities, and life-style. Formerly HOTL 150.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 201 - Strategic Leadership Hospitality

General

Academic Level
Undergraduate

Course Title
Strategic Leadership Hospitality

Description
This course is designed to acquaint students with the leadership, management, supervision and quality issues facing today's hospitality industry. It covers the organization and management of hospitality operations.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

HOSP 207 - Rooms Division Management

General

Academic Level
Undergraduate

Course Title
Rooms Division Management

Description
This course provides students with an understanding of the rooms division operations of a hotel. Areas of study include an overview of Front Office procedures, Housekeeping, Engineering, Night Audit, Security, and Revenue Management. Technology and computer software that operates the hotel will be introduced. Reservation channels and techniques for managing demand at the hotel will be presented. Formerly HOTL 207.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

HOSP 221G - Hospitality Management Practicum

General

Academic Level
Undergraduate

Course Title
Hospitality Management Practicum

Description
Structured work experience in selected hotels, resorts or restaurants; meeting and event planning venues; and adventure tourism facilities. Minimum of 225 contact hours. Students are required to function in a variety of workstations to reinforce learned classroom/lab skills, the student will be required to submit evaluations of his/her work. The application of hospitality principles to the work environment serves as a valuable learning experience for the student. This course may be taken four times for credit.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
0

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
4

Repeat Maximum Credits:
12

Lecture/Lab/Other Ratio
1.5:0:16

Prerequistes and Corequisites
Prerequisite: HOSP105 Foundations of Hospitality and Service Management and HOSP111 Food and Beverage Management and HOSP201 Strategic Leadership Hospitality and BUSA232 Principles of Marketing and ENGL101 English I

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

HOSP 230 - Meeting and Event Management

General

Academic Level
Undergraduate

Course Title
Meeting and Event Management

Description
This course covers theoretical and practical foundations for event management. Students will examine venues and components of managing a successful meeting or event. Students will examine alternatives in various topics in relation to event technology, security/risk management, financial management, sustainability, and site plan/inspection. Students will engage in learning theory and practice of service fundamentals through a lab experience to perform management decision making.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: HOSP 125

This course is an approved AAS elective
Yes

HOSP 293 - Special Studies in Hospitality

General

Academic Level
Undergraduate

Course Title
Special Studies in Hospitality

Description
See Statement on Special Studies on page 12. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

HUMA 121 - American Work Experience

General

Academic Level
Undergraduate

Course Title
American Work Experience

Description
The American Work Experience is an interdisciplinary humanities course using history, literature and the arts, and other cultural studies to deepen the student's knowledge and understanding of over two centuries of Americans at work. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 121G - American Work Experience

General

Academic Level
Undergraduate

Course Title
American Work Experience

Description
The American Work Experience is an interdisciplinary humanities course using history, literature and the arts, and other cultural studies to deepen the student's knowledge and understanding of over two centuries of Americans at work. Writing intensive. Prereq. - ENGL101. Core: AH, IL, WI, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 140 - Introduction to Women and Gender Studies

General

Academic Level
Undergraduate

Course Title
Introduction to Women and Gender Studies

Description
This course is an interdisciplinary introduction to Women and Gender Studies from a humanistic perspective using art, film, history, literature, music, and popular culture. Prereq. - ENGL101. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

HUMA 140G - Introduction to Women and Gender Studies

General

Academic Level
Undergraduate

Course Title
Introduction to Women and Gender Studies

Description
An interdisciplinary introduction to Women's Studies that focuses on the writings and history of women important to the development of modern multicultural American; beginning with an introduction of First Wave Feminism, emphasis is on theSecondWave and the potential of the Third Wave. Writing intensive. Prereq. - ENGL 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 150 - Nature of the Environment

General

Academic Level
Undergraduate

Course Title
Nature of the Environment

Description
This course provides an introduction to humanity's complex relationship with the natural world and addresses philosophical theories and ethical issues regarding humankind's responsibility to care for the environment. Topics include environmental ethics and politics, rights of non-humans, ecofeminism, climate change, sustainability, eco-criticism and the idea of wilderness. Pre- or coreq.- ENGL 101. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 150G - Nature of the Environment

General

Academic Level
Undergraduate

Course Title
Nature of the Environment

Description
This course provides an introduction to humanity's complex relationship with the natural world and addresses philosophical theories and ethical issues regarding humankind's responsibility to care for the environment. Topics include environmental ethics and politics, rights of non-humans, ecofeminism, climate change, sustainability, eco-criticism and the idea of wilderness. Core: AH, D, WI

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 210 - Creativity and the Origin of Ideas

General

Academic Level
Undergraduate

Course Title
Creativity and the Origin of Ideas

Description
This course investigates creativity from a cultural and theoretical/research perspective and incorporates a workshop format allowing students to actively apply knowledge gained through experiential learning activities. Pre-req. - ENGL101. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

HUMA 250G - Research Methods in the Social Sciences

General

Academic Level
Undergraduate

Course Title
Research Methods in the Social Sciences

Description
This class is an overview of scientific research methods used in the social sciences. Social sciences include disciplines in which we examine people or collections of people, and their individual or collective behaviors, such as psychology, sociology, and political science. In this class, we will discuss not only research methods (such as empirical data collection and analysis) but also the research process from start to end, including the steps of scientific inquiry, and the ethics involved. Restricted to students in the Honors Program. Only one of the following: HUMA 250G or PSYC 205 may count for credit toward the same degree. Prereq. - ENGL101 and either POLS101 or PSYC103 or SOCA103. Core: SSHB, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and (POLS101 or PSYC103 or SOCA103)

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

HUMA 299 - Honors Program Capstone

General

Academic Level
Undergraduate

Course Title
Honors Program Capstone

Description
This Honors Program Capstone is designed to be the culminating experience of the Honors Program. Faculty teaching the course will choose a theme related to their discipline, and then lead students through relevant texts, research methods, and local travel or community-engagement experiences. Students will also complete a major research or creative project that will serve as their Capstone and will be presented to a public or academic audience.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Students must have completed a minimum of two Honors courses before enrolling in the Honors Capstone course.

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

HVAC 101 - Fundamentals of HVAC/ Refrigeration I

General

Academic Level
Undergraduate

Course Title
Fundamentals of HVAC/Refrigeration I

Description
This is an introductory course in heating, ventilation, air conditioning and refrigeration (HVAC/R) technology. Topics will include heat transfer, refrigerant properties, the vapor-compression refrigeration cycle, service and piping techniques, EPA refrigerant handling regulations, dehydration and charging of systems, control components, basic residential control wiring, domestic refrigerator/freezers, and room air conditioners. Formerly HVAC 801. Pre- or coreq.- EMEC 101 or instructor approval.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Pre- or corequisite: ELTC101

This course is an approved AAS elective
Yes

HVAC 102 - Fundamentals of HVAC/ Refrigeration II

General

Academic Level
Undergraduate

Course Title
Fundamentals of HVAC/Refrigeration II

Description
This course is designed to provide a deeper understanding of the components and more rigorous application of the skills of heating, ventilation, air conditioning, and refrigeration (HVAC/R) technology. Topic of lab exercise and study include commercial refrigeration, residential and commercial building systems, building automation, motor applications, and service/troubleshooting principles. Formerly HVAC 802. Prereq.- HVAC 101 and EMEC 101. Additional course fees $50.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ELTC101 and HVAC101

This course is an approved AAS elective
Yes

HVAC 124 - Heating: Gas, Oil, Solar Thermal, Air and Hydronic Systems

General

Academic Level
Undergraduate

Course Title
Heating: Gas, Oil, Solar Thermal, Air and Hydronic Systems

Description
This course covers the installation and maintenance of the key components of oil- and gas-fired hot air furnaces, hydronic systems, and Solar thermal heating. Topics covered include the principles of combustion, sequence of operation, traditional and alternative heat sources, energy efficiency testing, and equipment sizing. Lab exercises are designed to reinforce the practical knowledge of troubleshooting and service in residential and light commercial applications. Prereq. - EMEC101. Additional course fees $40.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: ELTC101

This course is an approved AAS elective
Yes

HVAC 140 - Heat Pump Systems

General

Academic Level
Undergraduate

Course Title
Heat Pump Systems

Description
This course provides a practical study of the principles and applications of both air-to-air and geothermal heat pump equipment that is used in heating and cooling systems. The topics and activities include heating and cooling cycle operations, defrost control strategies, ground loop design, and hands-on troubleshooting procedures. Formerly HVAC 840. Prereq. - EMEC 101 and HVAC 101. Additional course fees $20.00.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:1:0

Prerequistes and Corequisites
Prerequisite: ELTC101 and HVAC101

This course is an approved AAS elective
Yes

HVAC 204 - Refrigeration System Design and Troubleshooting

General

Academic Level
Undergraduate

Course Title
Refrigeration System Design and Troubleshooting

Description
This course builds upon the knowledge and skills developed in HVAC II and focuses on refrigeration systems used in commercial and institutional applications. Topics that are covered include system controls, installation standards, piping design, operational procedures, and troubleshooting techniques for refrigeration equipment used in restaurants, convenience stores, supermarkets, hospitals, and cold-storage shipping. (Formerly HVAC 104). Prereq.- HVAC 102. Offered spring semester only. Additional course fees: $30.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: HVAC102

This course is an approved AAS elective
Yes

HVAC 250 - Air Distribution Systems: Design, Installation, and Testing

General

Academic Level
Undergraduate

Course Title
Air Distribution Systems: Design, Installation, and Testing

Description
This course develops an understanding of residential and commercial indoor air quality, comfort and humidity control, principles of airflow, psychrometric calculations, and residential energy auditing. The emphasis of the course is on developing the skills necessary to evaluate and produce industry-standard duct designs, properly install airflow systems (dependent upon the materials used), and perform critical evaluations of new and existing systems for conformance to air-balancing standards. Formerly HVAC 150. Prereq.- EMEC 101 and HVAC 101. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites
Prerequisite: ELTC101 and HVAC101

This course is an approved AAS elective
Yes

HVAC 260G - HVAC/R Technology Practicum

General

Academic Level
Undergraduate

Course Title
HVAC/R Technology Practicum

Description
This course is intended to provide actual work "shadowing" experience in the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) industry with focused exposure to technical problems found in the field; preventative maintenance procedures; installation techniques; and general activities typically encountered. Capstone of this experience is to be presented in written and oral format and will include industry evaluation of student performance. Prereq.- ENGL101 and completion of 3 semesters of the HVAC/R Technology AAS degree program, or with instructor permission.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:8

Prerequistes and Corequisites
Prerequisite: (ENGL101 and completion of 3 semesters of the HVAC/R Technology AAS degree program) or instructor permission

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

HVAC 265 - Building Automation Systems (BAS)

General

Academic Level
Undergraduate

Course Title
Building Automation Systems (BAS)

Description
This course presents foundational knowledge of Building Automation Systems (BAS) by focusing on historical and modern controls utilized in the automated operation of Heating, Ventilation, and Air Conditioning (HVAC) systems. The course content includes the related operations of automated electrical and plumbing systems, along with various types of network architecture that supports these systems.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prequisite: ELTC101 and HVAC102

This course is an approved AAS elective
Yes

INDS 100 - History of Interior Design and Furniture

General

Academic Level
Undergraduate

Course Title
History of Interior Design and Furniture

Description
This course is a survey of the development of interior design and furniture styles from antiquity to the present. It includes the history of interior space, architectural details and furniture; and social, political, economic and technological perspectives as they relate to the interior aesthetic of each period. Offered Fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INDS 105 - Introduction to Interior Design

General

Academic Level
Undergraduate

Course Title
Introduction to Interior Design

Description
This course introduces Interior Design as a business and is an overview of all aspects of the process of design including the basics of the elements and principles of visual design. Students will also develop awareness of the importance of colour and light. Other topics such as Building Codes, Sustainability and special considerations in design are covered. Students will research and produce projects that will reinforce the subjects introduced. Offered Fall and Spring semesters.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INDS 121 - Graphics and Presentation Techniques for Interior Designers

General

Academic Level
Undergraduate

Course Title
Graphics and Presentation Techniques for Interior Designers

Description
Students will begin to develop the graphic language of architecture with emphasis on interiors. Hand skills are also developed as orthographic drawings are extended to the format language of architecture and developed into formal plans, elevations, sections, and details. Computer and hand skills continue to be incorporated as tools in the design process. A focus on color theory and color application is included in this course. Presentation techniques will also be an emphasis as students will develop both graphic and oral presentation skills. Offered Spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in ARCH101 and ARCH110
Corequisite: ARCH150

This course is an approved AAS elective
Yes

INDS 130 - Interior Materials and Structure

General

Academic Level
Undergraduate

Course Title
Interior Materials and Structure

Description
This course covers the investigation, analysis, evaluation, history, manufacturing, and application of decorative textiles, wall and floor coverings, and accessories. Students will learn proper relationships of line, form, color, and texture. Offered Spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INDS 160 - Bath and Lighting Design

General

Academic Level
Undergraduate

Course Title
Bath and Lighting Design

Description
This class focuses on the investigation of bath design through aesthetics, materials and ergonomic considerations. Through space analysis students learn programming and planning. Design projects are inclusive of bath layouts, materials, counters, and storage. Discussions include lighting design as it relates to baths, furniture, cabinetry, light fixtures, and space planning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in INDS121

This course is an approved AAS elective
Yes

INDS 165 - Kitchen and Lighting Design

General

Academic Level
Undergraduate

Course Title
Kitchen and Lighting Design

Description
This class focuses on the investigation of kitchen design through aesthetics, materials, and ergonomic considerations. Through space analysis, students learn kitchen programming and planning. Design projects are inclusive of kitchen layouts, kitchen materials, cabinetry, and fixtures. Discussions include lighting design as it relates to kitchens, furniture, cabinetry design and space planning as it relates to the kitchen environment. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in INDS121

This course is an approved AAS elective
Yes

INDS 200 - Professional Internship

General

Academic Level
Undergraduate

Course Title
Professional Internship

Description
Students will receive general office experience which gives the student a broad exposure to the practice environment. Students will work under the direction of a design professional to gain hands-on experience applying knowledge and skills in the practice setting. Gives students the opportunity to apply practical office experience for credit, particularly students already working in the field.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:10

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INDS 225 - Residential Interior Design Studio

General

Academic Level
Undergraduate

Course Title
Residential Interior Design Studio

Description
In this course, students will learn how to assemble and harmonize furniture and decorative objects from the point of view of utility and beauty. They will analyze furniture arrangement and room composition, draperies and window treatments, and lighting. Students will work through practical problems illustrating the requirements of certain types of residential rooms. The incorporation of the computer will be used as a design tool. Students will prepare written research and design position papers on assigned design problems and their solutions. Offered Fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in INDS121

This course is an approved AAS elective
Yes

INDS 255 - Commercial Interior Design Studio

General

Academic Level
Undergraduate

Course Title
Commercial Interior Design Studio

Description
This course focuses on design fundamentals and industry requirements of contract interior design. The emphasis is on space analysis and planning, coordination of furnishings and equipment, design function, and aesthetics of interior space in relation to individual and group needs. The design of projects from concept to completion includes preparation of using and researching the applications of new technology. Offered spring only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: INDS105 and ARCH101 and ARCH110 and ARCH265
Corequisite: ARCH265 and INDS160

This course is an approved AAS elective
Yes

INTS 101 - Critical Thinking

General

Academic Level
Undergraduate

Course Title
Critical Thinking

Description
A sequential study of thinking and reasoning abilities, emphasizing active, independent, and comprehensive thinking to solve problems, analyze, infer, and evaluate issues, reason critically, and understand and apply concepts.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

INTS 104 - Professional Internship

General

Academic Level
Undergraduate

Course Title
Professional Internship

Description
This course provides students with an opportunity to gain knowledge and skills in a structured, supervised work experience that supports a student's chosen career field. The internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students will be required to complete a minimum of 150 hours of internship work and will also be expected to attend an orientation and concluding meeting as well as complete assignments related to their internship experience.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:0:11

Prerequistes and Corequisites
Prerequisite: (C or better in ENTR101) or 12 completed credits with a minimum cumulative GPA of 2.0

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

INTS 200 - Introduction to Study Abroad

General

Academic Level
Undergraduate

Course Title
Introduction to Study Abroad

Description
This one-credit course is designed to help students develop skills and perspectives to enable them to get the most out of their international experience. The course offers the student an opportunity to study and experience the culture of another country/region with an emphasis on getting to know the history, architecture, art, literature, geography and political systems and its place in the global system. The course includes pre-trip planning and lectures, study and research during the trip, and post-trip presentations. In addition, it will provide you with the information about the study abroad process and the practical aspects of studying abroad. This course may be taken three (3) times for credit.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
3

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INTS 201 - Implement Sustainable Energy Systems

General

Academic Level
Undergraduate

Course Title
Implement Sustainable Energy Systems

Description
This interdisciplinary sustainable energy course will provide students with technical skills, economic and political background, and analysis and design skills that will help them to apply knowledge gained about alternative and renewable energies to both local and global issues. Students will be exposed to a broad range of technical and social/political disciplines necessary to understand the sources of renewable energy, technical and economic decisions involved in using alternative energy sources and the potential impacts of bringing power to developing communities. The course will include an in-community experience which involves construction and installation of a sustainable energy system. Basic language and technical instruction will be provided. (Study abroad) Prereq.-

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and approval of the instructor.

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

INTS 202 - Architecture of the City: Classic to Contemporary

General

Academic Level
Undergraduate

Course Title
Architecture of the City: Classic to Contemporary

Description
This interdisciplinary course focuses on the Architecture of a host city or cities. A specific host city or cities will be selected for each semester that the course is offered. An example host city could be Barcelona, Spain or Paris, France or Rome, Italy. This travel study course is taught primarily on-site and includes site tours and in-person observations to provide an understanding of the architecture of the host city. Students will experience architecture from several time periods that have influenced design throughout the world. Representative projects include monuments, outdoor spaces, and museums, civic and religious buildings, along with historic and contemporary structures. The course will include a study of the architectural design, style and urban context. Students will be required to prepare on-site sketches or photography or video and reflective journaling about each day's experience while abroad. CORE: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

INTS 203 - Study Away Experience

General

Academic Level
Undergraduate

Course Title
Study Away Experience

Description
This one-credit course would offer students the opportunity to experience the diversity of the United States, allowing them to develop the skills and perspectives to observe and analyze differences in regions around the country. The emphasis is on getting to know how the diverse range of human differences influence the historical and current formation of artistic, economic, social, scientific, cultural or political institutions in areas of the United States, and how those differences influence each individual's experience of equality and inequality within a society, its institutions, or its cultures. The course includes pre-trip planning and lectures, study and research during the trip, and post-trip presentations. In addition, it will provide students with information about the study abroad process and the practical aspects of studying abroad. This course may be taken three (3) times for credit.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
3

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

INTS 250 - Study Abroad

General

Academic Level
Undergraduate

Course Title
Study Abroad

Description
This course is designed to help students integrate international experience within their course of study. Students will explore the social, cultural, political, historical, geographic and economic significance of the specified country and its place in the global system. A review of the various socio-cultural, economic and political systems and structures will provide the basis for critically examining the challenges facing the specified country. Students will explore the social, political, geographic and economic impact of seeking peaceful resolutions to internal and external challenges. The course includes pre-trip planning and lectures, study and research during the trip, and post-trip presentations. This course may be taken three (3) times for credit. CORE: SSHB.

Credit Hours

	Credit Hours Max:
3	12

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

JOUR 101 - Journalism and Society

General

Academic Level
Undergraduate

Course Title
Journalism and Society

Description
This course explores the history, climate and ethical challenges of journalism in the United States; the role and function of journalism in a multicultural society; news literacy; the pursuit of truth; and the news media of other countries. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AAS elective
Yes

Honors Section Available
Yes

JOUR 102 - News Editing

General

Academic Level
Undergraduate

Course Title
News Editing

Description
In this course, students will edit copy, write headlines and caption photos. They will become familiar with news values, libel law and ethical problems in the management of news. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

JOUR 104 - Media Publication

General

Academic Level
Undergraduate

Course Title
Media Publication

Description
This course will introduce students to visual communication through web and digital publishing, including the use of a website content management system, desktop publishing software application, and image-editing software.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

JOUR 201 - Feature Writing

General

Academic Level
Undergraduate

Course Title
Feature Writing

Description
Fundamentals of feature writing, chiefly for newspapers; finding story ideas; conducting research and interviews; developing articles using delayed, narrative or anecdotal leads; applying 'fiction techniques' such as characterization, setting, dialogue, metaphor and description. Formerly ENGL 105. Prereq. - JOUR 102 and 103 (JORD majors) or ENGL101C (other majors). Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

JOUR 201G - Feature Writing

General

Academic Level
Undergraduate

Course Title
Feature Writing

Description
This course covers the fundamentals of feature writing, including finding story ideas, conducting research and interviews, and developing strong storytelling skills using an array of strategies, techniques and tools to engage an audience. Formerly ENGL 105. Prereq. - ENGL101. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

JOUR 202 - Social Media for Writers

General

Academic Level
Undergraduate

Course Title
Social Media for Writers

Description
Students will analyze and use current and emerging social media platforms and multimedia tools to tell stories and learn best practices for building an audience. Prereq. - ENGL101. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

This course is an approved AAS elective
Yes

JOUR 203G - Writing for Public Relations

General

Academic Level
Undergraduate

Course Title
Writing for Public Relations

Description
This course is an introduction to the principles of public relations and marketing communications, applying journalistic style to the preparation of position papers, backgrounders, fact sheets, biographical sketches and news releases. Prereq.- ENGL101. Also available through Online Learning. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

JOUR 204 - Newswriting

General

Academic Level
Undergraduate

Course Title
Newswriting

Description
This course covers the fundamentals of news reporting and writing, including finding stories, conducting interviews, covering events, and practicing journalism that's grounded in an awareness of legal and ethical standards. (Formerly JOUR 103).

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Pre- or corequisite: ENGL101

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

JOUR 210 - Journalism Practicum

General

Academic Level
Undergraduate

Course Title
Journalism Practicum

Description
Students in this course will work on the print and web versions of the student newspaper, acting in various capacities that may include reporting, editing, blogging, designing layouts, and supervising staff. This course may be taken three times for credit. Prereq. - JOUR102.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
3

Repeat Maximum Credits:
3

Lecture/Lab/Other Ratio
0:2:0

Prerequistes and Corequisites
Prerequisite: JOUR102

This course is an approved AAS elective
Yes

LIBT 101 - Introduction to Library Service

General

Academic Level
Undergraduate

Course Title
Introduction to Library Service

Description
This course introduces the history, function, organization, and services of various types of libraries. It covers library terminology and processes essential to public service. Available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

LIBT 115 - Reference Resources and Services

General

Academic Level
Undergraduate

Course Title
Reference Resources and Services

Description
This course introduces students to reference services and information resources available in small public libraries. Students will select, evaluate, and use general specific reference tools, as well as investigate the principles and practices of providing reference services. Some travel is expected as students must visit a variety of libraries to evaluate collections and services in order to complete assignments. Only available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

LIBT 203 - Technical Services

General

Academic Level
Undergraduate

Course Title
Technical Services

Description
This is an introduction to the elements of library technical services, including cataloging, classification, acquisitions, serials management, preservation, outsourcing and collection development and management. Students will apply learned skills to perform collection analysis and to acquire, organize and manage both print and non-print materials. Available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

LIBT 207 - Library Management

General

Academic Level
Undergraduate

Course Title
Library Management

Description
This course introduces management principles for a small library. Topic include: administration, budgeting, policymaking, and partnerships related to library personnel, facilities, collections and services. Completion of LIBT101 is recommended prior to taking this course. Available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

LIBT 209 - Computers in Libraries

General

Academic Level
Undergraduate

Course Title
Computers in Libraries

Description
This course is an introduction to the use of computers and technology in libraries, including Integrated Library System, electronic information resources, the Internet, websites and technology administration. Students will prepare to manage technology within the library setting. Completion of LIBT101 is recommended prior to taking this course. Available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

LIBT 253 - Literature for Children and Young Adults

General

Academic Level
Undergraduate

Course Title
Literature for Children and Young Adults

Description
This course provides historical coverage of literature for children and young adults and includes criteria for the evaluation and presentation of books in all genres. The course will cover administration of youth services, specifically planning, collection development and programming. The course will also discuss issues and trends in youth services including diversity, censorship, and technology. Only available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

MATH 020 - Pre-Algebra

General

Academic Level
Developmental_Education

Course Title
Pre-Algebra

Description
This course reviews arithmetic operations on whole numbers, fractions, decimals, and integers and introduces algebraic notation: solution of algebraic equations, inequalities, and applications. This course is intended to prepare students for MATH022 (Elementary Algebra). No calculators are to be used for this course. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

MATH 022 - Elementary Algebra

General

Academic Level
Developmental_Education

Course Title
Elementary Algebra

Description
This course introduces basic algebra topics. These topics include operations and properties of real numbers, solving linear equations and inequalities, modeling and graphing linear functions, slope, systems of equations, and operations on polynomials. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH020 with a C or better. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 020 with a C or better

MATH 026 - Intermediate Algebra

General

Academic Level
Developmental_Education

Course Title
Intermediate Algebra

Description
This course extends algebraic properties and processes to linear, quadratic, polynomial, rational and radical expressions and equations, and applies them to real world problems. This course represents quadratic and polynomial expressions in multiple ways and makes connections among these representations. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH022 with a C or better. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or C or better in MATH022

MATH 028 - Elementary and Intermediate Algebra Combined

General

Academic Level
Developmental_Education

Course Title
Elementary and Intermediate Algebra Combined

Description
This course combines Elementary and Intermediate Algebra in one semester. Using both real and complex numbers, topics include: solving linear, polynomial, ration, absolute value, and radical equations, inequalities, graphing functions, problem solving, solving systems of linear equations, operations using and simplifying exponents, factoring polynomials, simplifying rational and radical expressions. Appropriate competence as outlined in the Mathematics Placement policy.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
5:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy

MATH 103 - Technical Mathematics

General

Academic Level
Undergraduate

Course Title
Technical Mathematics

Description
This course presents a review of arithmetic, the metric system, elements of algebra, geometry, trigonometry, and basic statistics. Direct applications are made to technical study areas. Only fulfills General Education requirements for select AAS degrees, unless otherwise specified.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 020 with a C or better

This course is an approved AAS elective
Yes

MATH 112 - Math for Allied Health

General

Academic Level
Undergraduate

Course Title
Math for Allied Health

Description
Review arithmetic operations on whole numbers, fractions, decimals, and integers. Introduces algebraic notation: solution of algebraic equations, inequalities, and applications including apothecary measurements, dosage calculations, parenteral dosage, intravenous fluid administration and dosage by body weight. Core: QL (Health Sciences, Vet Tech, Resp. Care only)

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH022 Elementary Algebra with a C or better.

General Education Foundational Course Categories: Intellectual & Practical Skills
Quantitative Literacy (QL)

This course is an approved AAS elective
Yes

MATH 118 - Foundations of Mathematics I

General

Academic Level
Undergraduate

Course Title
Foundations of Mathematics I

Description
This course consists of problem solving and inductive reasoning, sets, functions, numeration systems, integers, rational numbers, number theory, decimals, percents, real numbers and proportional reasoning. This course is based on state and national mathematics standards and is restricted to all NCC Education majors. Prereq.- Appropriate competence as outlined in the Mathematics Placement policy or MATH022 with a C or better. MATH 118 and MATH120 may not both count toward the same degree. Also available through Online Learning. Core: QL (Middle Level Education, Early Childhood Education & Special Education only).

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 022 with C or better

This course is an approved AAS elective
Yes

MATH 119 - Foundations of Mathematics II

General

Academic Level
Undergraduate

Course Title
Foundations of Mathematics II

Description
This course is a continuation of MATH 118 that includes probability and statistics, elementary geometry, geometric constructions, geometric transformation, tessellations, nets, and measurement. This course is based on state and national mathematics standards and is restricted to all NCC Education majors. Prereq.- Appropriate competence as outlined in the Mathematics Placement policy or MATH022 with a C or better. MATH 119 and MATH120 may not both count toward the same degree. Also available through Online Learning. Core: QL (Middle Level Education & Early Childhood Education only).

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 022 with a C or better

This course is an approved AAS elective
Yes

MATH 120 - Nature of Mathematics

General

Academic Level
Undergraduate

Course Title
Nature of Mathematics

Description
This course is not designed for science or business majors. Specific topics include financial literacy, number systems, estimation, unit conversions, essential statistical literacy, geometry and various problem solving. MATH118 and 120 nor MATH119 and 120 may not count for credit towards the same degree. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH022 with a C or better. Also available through Online Learning. Core: QL.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 022 with a C or better

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 140 - Applied College Algebra

General

Academic Level
Undergraduate

Course Title
Applied College Algebra

Description
This course has a special emphasis on applications to business, healthcare, and related fields. Topics include linear and quadratic equations with applications involving supply, demand, revenue, cost, profit, and break-even points; systems of linear equations; graphing; linear programming; and model building. Classroom instruction and programs will be presented using a TI-84 Plus.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or C or better in MATH 022

General Education Foundational Course Categories: Intellectual & Practical Skills
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 145 - Trigonometry

General

Academic Level
Undergraduate

Course Title
Trigonometry

Description
Angles, trig functions, trig identities, solution of triangles, complex numbers. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH140 with a C or better. Also available through Online Learning. Core: QL.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or C or better in MATH140

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 150 - Introductory Statistics

General

Academic Level
Undergraduate

Course Title
Introductory Statistics

Description
This course introduces students to descriptive statistics, probability, correlation and regression, normal distribution, sampling distributions, confidence intervals, and hypothesis testing. Prereq.- Appropriate competence as outlined in the Mathematics Placement policy or MATH022 or 028 either with a C or better. Also available through Online Learning. Core: QL, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or C or better in (MATH 022 or MATH 028)

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

MATH 156 - STEM College Algebra

General

Academic Level
Undergraduate

Course Title
STEM College Algebra

Description
This course extends algebraic properties and processes to linear, quadratic, polynomial, rational and radical expressions and equations, and applies them to real world problems. This course represents concepts of algebra, graphs and functions, quadratic, polynomial, exponential and log functions, systems of inequalities and equalities, and complex numbers and makes connections among these representations.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 022 with a C or better

General Education Foundational Course Categories: Intellectual & Practical Skills
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 160 - Pre-Calculus

General

Academic Level
Undergraduate

Course Title
Pre-Calculus

Description
This course covers topics of algebra, equations, inequalities, graphs, functions, polynomial and rational functions over the real and complex numbers, exponential and logarithmic functions, a comprehensive review of trigonometry, and some aspects of analytic geometry. Core: QL.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or MATH 156 with a C or better.

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 165 - Applied Calculus

General

Academic Level
Undergraduate

Course Title
Applied Calculus

Description
Functions, limits, derivatives and their application, integration, and application of the definite integral. Prereq. - Appropriate competence as outlined in the Mathematics Placement policy or MATH140 with a C or better. Core: QL.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
PREREQUISITES: Appropriate competence as outlined in the Mathematics Placement policy or MATH 140 with a C or better

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 175 - Calculus I with Review (Part 1)

General

Academic Level
Undergraduate

Course Title
Calculus I with Review (Part 1)

Description
This course along with MATH176 provides students with precalculus instruction as needed plus the course content of differential calculus. Topics in MATH 175 include algebraic and trigonometric functions and their graphs, continuity and discontinuities, complex numbers, limits of functions, introduction to the difference quotient, and the basic derivative rules for algebraic and trigonometric functions. The completion of both MATH175 and MATH176 satisfies the MATH180 requirement. Only MATH175 and MATH176 or MATH180 may be applied to the degree program.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
PREREQUISITES: Appropriate competence as outlined in the Mathematics Placement policy or MATH140 with a C or better

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 176 - Calculus I with Review (Part 2)

General

Academic Level
Undergraduate

Course Title
Calculus I with Review (Part 2)

Description
This course along with MATH 175 provides students with pre-calculus instruction as needed plus the course content of MATH 180 (Calculus I). Topics in Math 176 include inverse functions and their derivatives, related rates, differentials, analysis of the graphs of functions, optimization, Mean-Value Theorem, summation notation, Fundamental Theorem of Calculus, and integration by substitution. The completion of both MATH175 and MATH176 satisfies the MATH180 requirement. Only MATH175 and MATH176 or MATH180 may be applied to the degree program

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH175

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 180 - Calculus I

General

Academic Level
Undergraduate

Course Title
Calculus I

Description
This course studies limits of functions, L' Hôpital's Rule, derivatives, chain rule, implicit differentiation, extrema indefinite and definite integration: Fundamental Theorem of Calculus, transcendental functions, and applications. Calculators may not be used on quizzes or tests.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: Appropriate competence as outlined in the Mathematics Placement policy or C or better in MATH160

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 181 - Calculus II

General

Academic Level
Undergraduate

Course Title
Calculus II

Description
This course is a continuation of Calculus I (MATH180) and the topics to study are: techniques and applications of integration, improper integrals, solving differential equations using separation of variables, sequences and series, conics, parametric equations and polar coordinates. Calculators may not be used on quizzes or tests.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in MATH176 or MATH180) or a score of 4 or 5 on AP Calculus AB test or a score of 3, 4, or 5 on AP Calculus BC test

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 191 - Special Study Math - Prep for Statistics

General

Academic Level
Undergraduate

Course Title
Special Study Math - Prep for Statistics

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 202 - Discrete Math

General

Academic Level
Undergraduate

Course Title
Discrete Math

Description
This course is designed to provide an introduction to mathematical discrete structures and algorithms. Topics include: sets, logic, proof techniques, mathematical induction, combinatories, functions, relations, graph and trees. Prereq. - MATH 176 or 180 either with C or better. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH176 or MATH180

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 207 - Statistical Methods

General

Academic Level
Undergraduate

Course Title
Statistical Methods

Description
This course introduces students to common inferential statistical techniques with emphasis on applications. The topics are: Hypothesis Testing, Analysis of Categorical Data & Goodness of Fit, Analysis of Variance (ANOVA), Linear Regression, Multiple Regression Analysis. The use of statistical software will be used.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH150

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AAS elective
Yes

MATH 210 - Calculus III

General

Academic Level
Undergraduate

Course Title
Calculus III

Description
This course is a continuation of Calculus II (MATH181). This course is designed to develop the topics of multivariate and vector calculus. Emphasis will be placed on vectors and the geometry of space, vector- valued functions, partial and directional derivatives, multiple integration, vector analysis, Green's Theorem, The Divergence Theorem, and Stokes' Theorem.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH181

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 211 - Differential Equations

General

Academic Level
Undergraduate

Course Title
Differential Equations

Description
This is an introductory course to Ordinary Differential Equations (ODE), their solution and applications. Topics include solving differential equations by separations of variable, substitutions methods, numerical method, exact differential equations, differential equations of higher order, linear system of differential equations, Laplace transform methods, power series solution, linear systems, matrices, vector space, eigenvalues and eigenvectors. Prereq.- MATH 210 with C or better. Core: QL.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:0:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH210

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Quantitative Literacy (QL)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MATH 293 - Special Studies in Mathematics

General

Academic Level
Undergraduate

Course Title
Special Studies in Mathematics

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

MDAS 101 - Medical Assistant Techniques I

General

Academic Level
Undergraduate

Course Title
Medical Assistant Techniques I

Description
This course will provide an introduction to the clinical role of the Medical Assistant, and will include basic skills necessary to assist the physician and provide direct patient care in the medical office setting. Basic skills will include obtaining a patient history, taking vital signs, administering oral, liquid and topical medications. Telephone triage skills, documentation, infection control principles, use of an autoclave, and assisting with minor office procedures and surgery will also be covered. Restricted to Medical Assistant students.

Credit Hours

	Credit Hours Max:
5	5

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:6:0

Prerequistes and Corequisites
Pre- or corequisite: BIOS130 and HCOA154 and reading and writing competency as determined for ENGL101

This course is an approved AAS elective
Yes

MDAS 102 - Pharmacology for Medical Assistants

General

Academic Level
Undergraduate

Course Title
Pharmacology for Medical Assistants

Description
This course is a basic study of medications and their safe administration to patients. Aspects of drug administration included are basic pharmacology terminology; dosage calculations; and basic drug classifications, their therapeutic use, common adverse effects, and precautions related to administration.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in MDAS101

This course is an approved AAS elective
Yes

MDAS 105 - Medical Assistant Techniques II

General

Academic Level
Undergraduate

Course Title
Medical Assistant Techniques II

Description
This course focuses on advanced level clinical skills common to medical offices and clinics. The enhanced role and function of the medical assistant will focus on legal aspects, ethical aspects, patient education, CLIA waived testing, Point of Care Testing, Rapid Response Teams for emergencies, Electrocardiography, phlebotomy, respiratory and physical therapy and rehabilitation therapeutic procedures. Advanced pharmacology will focus on parenteral calculations, preparations, and administration, with a special component on immunizations throughout the lifespan. Restricted to Medical Assistant students. Prereq. - MDAS 101 and MDAS 102, both with C or better. Pre- or coreq. - HCOA 172 and HCOA 240.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:6:0

Prerequistes and Corequisites
Prerequisite: C or better in MDAS101 and MDAS102
Corequisite: HCOA172 and HCOA240

This course is an approved AAS elective
Yes

MDAS 201 - Medical Assistant Externship

General

Academic Level
Undergraduate

Course Title
Medical Assistant Externship

Description
This course provides an opportunity for the student to integrate theory and practicum into reality practice while working in a medical environment. Medical assisting skills and knowledge will increase in skill proficiency learned in MDAS 101 and 105. This course offers clinical experiences in diagnostic procedures, and other competencies delegated to the entry-level medical assistant with consideration of the ethical and legal implications. This course includes a capstone medical assistant seminar component to link theory to practice to reality. Restricted to Medical Assistant students. Prereq.- MDAS 105 with C or better.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: C or better in MDAS105

This course is an approved AAS elective
Yes

MDLA 102 - Elementary French I

General

Academic Level
Undergraduate

Course Title
Elementary French I

Description
This introductory course focuses on listening, speaking, reading and writing in French. Vocabulary and basic grammatical structures are emphasized, and cultural elements are fully integrated in all aspects of the course. This course is designed for students who have not previously studied French and is not appropriate for native French speakers. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 103 - Elementary Spanish I

General

Academic Level
Undergraduate

Course Title
Elementary Spanish I

Description
This is an introductory, elementary part I Spanish course which includes instruction and practice in listening, speaking, reading and writing in the target language. Emphasis is placed on vocabulary and basic grammatical structures. Cultural elements are fully integrated in all aspects of the course. The course is designed for students who have not studied Spanish previously. It is not appropriate for native Spanish speakers. Also available through Online Learning. Core: AH and D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 105 - Elementary Chinese I

General

Academic Level
Undergraduate

Course Title
Elementary Chinese I

Description
This is an introductory course which includes instruction and practice in listening, speaking, reading, and writing in the Chinese language. Emphasis is placed on vocabulary and basic grammatical structures. Cultural elements are fully integrated in all aspects of the course. The course is designed for students who have not previously studied Chinese. It is not appropriate for native Chinese speakers. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 107 - Elementary Arabic I

General

Academic Level
Undergraduate

Course Title
Elementary Arabic I

Description
This course is an introduction to the Arabic language. The course stresses the active use of the language whereby students develop proficiency in the four language skills (speaking, listening, reading, and writing.) This course is for beginners and not appropriate for native Arabic speakers. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 112 - Elementary French II

General

Academic Level
Undergraduate

Course Title
Elementary French II

Description
This course is a continuation of Elementary French I. Emphasis will be placed again on developing proficiency in the four skills essential to communicative language learning: listening, speaking, reading, and writing as well as discovering aspects of both daily life and culture of Francophones all over the world. It is designed for students who have previously studied one semester of French at an elementary level. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 113 - Elementary Spanish II

General

Academic Level
Undergraduate

Course Title
Elementary Spanish II

Description
This is the second semester of an introductory, elementary Spanish course. It includes instruction and practice in listening, speaking, reading and writing in the target language. Emphasis is placed on vocabulary and grammatical structures that go beyond the Elementary I material. Cultural elements are fully integrated in all aspects of the course. The course is designed for students who have studied one or two semesters of Spanish previously. It is appropriate for native Spanish speakers who have never taken a Spanish course.

Core: AH and D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 115 - Elementary Chinese II

General

Academic Level
Undergraduate

Course Title
Elementary Chinese II

Description
This course expands the skills acquired in elementary Chinese I, and also includes instruction and practice in listening, speaking, reading and writing in Mandarin Chinese. There will be an emphasis on vocabulary and grammatical structures, and cultural elements will be fully integrated in all aspects of the course. This course is designed for students who have previously studied one semester of Chinese at an elementary level and are non-native speakers. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 117 - Elementary Arabic II

General

Academic Level
Undergraduate

Course Title
Elementary Arabic II

Description
Expansion of the skills required in an elementary Arabic I course; the course will stress the active use if the language and continue developing student proficiency in the four language skills (speaking, listening, reading, and writing.) This course is designed for students who have previously studied one semester of Arabic at an elementary level. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 122 - Intermediate French I

General

Academic Level
Undergraduate

Course Title
Intermediate French I

Description
This course, which is taught in French, develops further study and review of French grammar and vocabulary. Students are immersed in the French language and culture, and given the opportunity to apply listening and speaking skills to a variety of contexts. Reading strategies are emphasized and fundamentals of composition are presented. It is designed for students who have previously studied two semesters of French. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 123 - Intermediate Spanish I

General

Academic Level
Undergraduate

Course Title
Intermediate Spanish I

Description
Expansion of the language skills learned at the elementary levels; emphasis on conversation, reading and writing, with brief reviews of grammar; designed for students who have previously studied two or three semesters of Spanish; cultural elements fully integrated in all aspects of the course; taught primarily in Spanish and appropriate for native and non-native Spanish speakers. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 125 - Intermediate Chinese I

General

Academic Level
Undergraduate

Course Title
Intermediate Chinese I

Description
This intermediate level course in Standard Mandarin Chinese is a continuation of Elementary Chinese level II. The students will continue to extend their ability to listen, speak, read, and write in Mandarin Chinese. The students will focus on communication skills in their daily life, study, society and work while immersed in a fully Chinese speaking environment through exercising the necessary grammar, vocabulary and basic cultural knowledge. Designed for students who have studied two semesters of Elementary Chinese at a college level or equivalent. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 133 - Intermediate Spanish II

General

Academic Level
Undergraduate

Course Title
Intermediate Spanish II

Description
Students continue to develop the speaking, writing and critical reading skills begun in prior Spanish courses within the context of communication, culture, vocabulary and grammar. The class is taught completely in Spanish. Designed for students who have had three semesters of Spanish at a college level or equivalent. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MDLA 135 - Intermediate Chinese II

General

Academic Level
Undergraduate

Course Title
Intermediate Chinese II

Description
This course is the continuation of Intermediate Chinese I. The students will continue to extend their ability to listen, speak, read, and write in Mandarin Chinese. The course will be taught completely in Chinese. The students will focus on communication skills in their daily life, study, society and work while immersed in a fully Chinese speaking environment through exercising the necessary grammar, vocabulary and basic cultural knowledge. Designed for students who have studied two semesters of Elementary Chinese and one semester of Intermediate Chinese at a college level or equivalent. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 101 - Introduction to Music

General

Academic Level
Undergraduate

Course Title
Introduction to Music

Description
This course is a chronological survey of West European and American music from 600 AD to the present. The primary emphasis is on developing listening skills, while gaining an understanding of cultural background and the progressive development of music styles, ideas, language, and structures.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 110 - Fundamentals of Music I

General

Academic Level
Undergraduate

Course Title
Fundamentals of Music I

Description
This course explores the basic elements of music with the use of writing exercises and students interpreting various music symbols. Students will construct music scales, intervals and triads. Students will learn the skills of basic musicianship, ear training, dictation, analysis of classical and contemporary repertoire, and an introduction to composition.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 130 - Chorus

General

Academic Level
Undergraduate

Course Title
Chorus

Description
Study and performance of representative choral literature. May be taken four (4) times for credit.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
4

Repeat Maximum Credits:
4

Lecture/Lab/Other Ratio
0:2.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 141 - Applied Music I

General

Academic Level
Undergraduate

Course Title
Applied Music I

Description
Private instrumental or vocal music lessons are arranged with a private music teacher through the Northampton Community College faculty Applied Music advisor. The faculty advisor will assist the student in finding an appropriate teacher when necessary. The student will need to complete a minimum of one lesson per week with the private teacher. The student will pay Northampton Community College for the credit and pay the private teacher for the lessons at that teacher's rate.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 152 - Introduction to Piano

General

Academic Level
Undergraduate

Course Title
Introduction to Piano

Description
This course is for the student who has no or very little experience and desires to begin learning how to play the piano. It is designed to develop basic keyboard and musicianship skills including technique, sight-reading, harmonization, accompanying, music theory, and playing various piano repertoire. Prereq:- Students need access to a piano/keyboard for practice.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:5

Prerequistes and Corequisites
Prerequisite: Students need access to a piano/keyboard for practice

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 162 - Introduction to Guitar

General

Academic Level
Undergraduate

Course Title
Introduction to Guitar

Description
This class is for the student who desires to learn how to play the guitar. It is designed to develop basic and proper techniques and to provide students with experience reading musical notation and guitar tablature, and strumming chords. Students must have a guitar (acoustic or electric) for class and practice.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 242 - Applied Music II

General

Academic Level
Undergraduate

Course Title
Applied Music II

Description
Private instrumental or vocal music lessons are arranged with a private music teacher through the Northampton Community College faculty Applied Music advisor. The faculty advisor will assist the student in finding an appropriate teacher when necessary. The student will need to complete a minimum of one lesson per week with the private teacher. The student will pay Northampton Community College for the credit and pay the private teacher for the lessons at that teacher's rate.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: MUSC141

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 243 - Applied Music III

General

Academic Level
Undergraduate

Course Title
Applied Music III

Description
Private instrumental or vocal music lessons are arranged with a private music teacher through the Northampton Community College faculty Applied Music advisor. The faculty advisor will assist the student in finding an appropriate teacher when necessary. The student will need to complete a minimum of one lesson per week with the private teacher. The student will pay Northampton Community College for the credit and pay the private teacher for the lessons at that teacher's rate.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: MUSC242

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 244 - Applied Music IV

General

Academic Level
Undergraduate

Course Title
Applied Music IV

Description
Private instrumental or vocal music lessons are arranged with a private music teacher through the Northampton Community College faculty Applied Music advisor. The faculty advisor will assist the student in finding an appropriate teacher when necessary. The student will need to complete a minimum of one lesson per week with the private teacher. The student will pay Northampton Community College for the credit and pay the private teacher for the lessons at that teacher's rate.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites
Prerequisite: MUSC243

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

MUSC 253 - Fundamentals of Music II

General

Academic Level
Undergraduate

Course Title
Fundamentals of Music II

Description
Students continue their music study developing more advanced principles from Fundamentals of Music I, including the student of common tone chord progressions and modulations, advanced figured bass, non-harmonic tones, melodic harmonization, analysis of diatonic seventh and chromatic harmonies, sight-singing, ear-training, and keyboard/piano skills. Prereq.- MUSC 110 or permission of instructor.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: MUSC110 or permission of instructor

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

NURS 101 - Introduction to Nursing

General

Academic Level
Undergraduate

Course Title
Introduction to Nursing

Description
This course provides students with fundamental nursing knowledge and skills to provide basic nursing care to clients across the lifespan. The nursing process, communication skills and the recognition of normal assessment parameters are emphasized throughout the course. Students are introduced to principles of pharmacology, nutrition, legal and ethical nursing responsibilities and client education needs. This course will include classroom, laboratory and clinical experiences. Restricted to Nursing Students.

Credit Hours

	Credit Hours Max:
8	8

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:12:0

Prerequistes and Corequisites
Pre- or corequisite: (BIOS160 Human Biology or BIOS204 Human Anatomy & Physiology I) and ENGL101 English I and PSYC103 Introduction to Psychology

This course is an approved AAS elective
Yes

NURS 151 - Medical-Surgical Nursing for the Practical Nurse

General

Academic Level
Undergraduate

Course Title
Medical-Surgical Nursing for the Practical Nurse

Description
Application of nursing principles to medical-surgical health problems affecting patients across the lifespan; development of critical thinking and communication skills through clinical application in a variety of settings. Restricted to Nursing Students. Prereq. - NURS 101 with C or better and BIOS 160; Pre- or coreq.- PSYC 258. Offered spring semester only.

Credit Hours

	Credit Hours Max:
8	8

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:12:0

Prerequistes and Corequisites
Prerequisite: (C or better in NURS101) and BIOS160
Pre- or corequisite: PSYC258

This course is an approved AAS elective
Yes

NURS 205 - Geriatric Nursing for the Practical Nurse

General

Academic Level
Undergraduate

Course Title
Geriatric Nursing for the Practical Nurse

Description
Emphasis on application of nursing interventions to address the complex health care needs of geriatric patients; basic principles of nursing management within the scope of practical nursing; extended care facilities provide clinical experiences for the course. Restricted to Nursing Students. Prereq.- NURS 151 with C or better, PSYC 258 and SOCA 103. Additional course fees: $37.00. Offered summer only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1.3:8.3:0

Prerequistes and Corequisites
Prerequisite: (C or better in NURS151) and PSYC258 and SOCA103

This course is an approved AAS elective
Yes

NURS 206 - Maternal Nursing for the Practical Nurse

General

Academic Level
Undergraduate

Course Title
Maternal Nursing for the Practical Nurse

Description
Emphasis on providing nursing care to the childbearing family through the nursing process; exploration of the role of the practical nurse related to pregnancy, childbirth, and pediatrics in acute care and community settings. Restricted to Nursing Students. Prereq.- NURS 151 with C or better, PSYC 258 and SOCA 103. Offered summer only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1.3:8:0

Prerequistes and Corequisites
Prerequisite: (C or better in NURS151) and PSYC258 and SOCA103

This course is an approved AAS elective
Yes

NURS 207 - Mental Health Nursing for the Practical Nurse

General

Academic Level
Undergraduate

Course Title
Mental Health Nursing for the Practical Nurse

Description
Application of the nursing process to address the needs of patients with common mental health problems; emphasis on the principles of therapeutic communication and relationships in providing nursing care in inpatient and outpatient settings. Restricted to Nursing Students. Prereq.- NURS 151 with C or better, PSYC 258 and SOCA 103. Offered summer only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:6.2:0

Prerequistes and Corequisites
Prerequisite: (C or better in NURS151) and PSYC258 and SOCA103

This course is an approved AAS elective
Yes

NURS 215 - Nursing Care of Patients with Medical Surgical Problems

General

Academic Level
Undergraduate

Course Title
Nursing Care of Patients with Medical Surgical Problems

Description
This course entails the application of the nursing process to plan and provide care to patients of various age groups with medical-surgical problems. This course includes classroom, laboratory and clinical experiences. Ten hours of clinical experience are scheduled weekly. Restricted to Associate degree Nursing students.

Credit Hours

	Credit Hours Max:
8	8

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:12:0

Prerequistes and Corequisites
Prerequisite: C+ or better in NURS101
Pre- or corequisite: BIOS254 and ENGL151 and MATH150

This course is an approved AAS elective
Yes

NURS 223 - Maternal Child Health Nursing

General

Academic Level
Undergraduate

Course Title
Maternal Child Health Nursing

Description
This course entails the application of the nursing process to plan and provide care to patients of various age groups with medical-surgical problems. This course includes classroom, laboratory and clinical experiences. Ten hours of clinical experience are scheduled weekly. Restricted to Associate degree Nursing students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: C+ or better NURS215
Pre- or corequisite: BIOS202 and PSYC258 and (SOCA102 or SOCA103)

This course is an approved AAS elective
Yes

NURS 224 - Care of Mental Health Patients

General

Academic Level
Undergraduate

Course Title
Care of Mental Health Patients

Description
This course entails the application of the nursing process in caring for patients along the continuum of mental health. Critical thinking skills and caring behaviors are stressed. Emphasis is placed on self-awareness, the therapeutic process of communication, ethical-legal issues, theoretical and practice advances in the etiology and treatment of mental illness, and the contemporary trends in the practice of psychiatric nursing throughout the lifespan. This course includes classroom, laboratory and clinical experiences. Restricted to Associate Degree Nursing Students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: C+ or better in NURS215
Pre- or corequisite: BIOS202 and PSYC258 and (SOCA102 or SOCA103)

This course is an approved AAS elective
Yes

NURS 231 - Nursing Seminar

General

Academic Level
Undergraduate

Course Title
Nursing Seminar

Description
This course enables professional nurse role development through simulation exercises that emphasize essential competencies for safe health care delivery. This course is presented in an experience-based learning format. Restricted to Associate Degree Nursing Students. Prereq.- NURS 215 with C+ or better, BIOS 254, ENGL 151, and MATH 150.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: (C+ or better in NURS215) and BIOS254 and ENGL151 and MATH150

This course is an approved AAS elective
Yes

NURS 260 - Integrated Concepts for Nursing Practice

General

Academic Level
Undergraduate

Course Title
Integrated Concepts for Nursing Practice

Description
Through classroom learning activities information, simulation, and clinical experience, the student will apply concepts of evidence-based practice, performance improvement, priorities of care, and delegation, as they relate to individuals and families experiencing complex health problems commonly seen in the critical care, acute care, and community environments. Ten hours of clinical experience are scheduled weekly.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:2:0

Prerequistes and Corequisites
Prerequisite: C+ or better in NURS223 and NURS224
Pre- or corequisite: NURS231 and PHIL202G and COMM101

This course is an approved AAS elective
Yes

NURS 261 - Nursing Practicum

General

Academic Level
Undergraduate

Course Title
Nursing Practicum

Description
This class is a faculty guided independent capstone course to culminate the student's nursing education. Students will gain increased autonomy while apply nursing knowledge and leadership concepts to patients and families in the healthcare setting. Students will complete 72 clinical hours (total) over the course period. Students must successfully complete NURS260 before taking this practicum. This course is graded Pass/Fail.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0.25:72

Prerequistes and Corequisites
Prerequisite: C+ or better in NURS260
Pre- or corequisite: PHIL202G and COMM101

This course is an approved AAS elective
Yes

NURS 293 - Special Studies in Nursing

General

Academic Level
Undergraduate

Course Title
Special Studies in Nursing

Description
See Statement on Special Studies. Offered on demand. Restricted to Nursing students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

NUTR 105 - Introduction to Nutrition

General

Academic Level
Undergraduate

Course Title
Introduction to Nutrition

Description
This course is designed to introduce the student to the fundamentals of nutrition related to health promotion and disease prevention throughout the life cycle. Topics include metabolism of carbohydrate, lipid, protein, vitamins, minerals, food and nutrition across the life span from pregnancy and fetal growth to old age. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

OSAH 101 - Construction Industry Outreach Safety Education

General

Academic Level
Undergraduate

Course Title
Construction Industry Outreach Safety Education

Description
This course is centered around the Occupational Safety and Health Administration's Construction Industry Outreach Training Credential Program CFR 29 1926. The intention is to provide entry level construction industry workers a broad awareness as it relates to recognizing and preventing hazards within the confines their respective workplaces. The discussion and information covers a variety of safety and health hazards which an employee may encounter in a construction industry workplace. This course is intended to be an orientation of construction workplace hazards awareness and job hazard analysis. Additionally, it will provide introductory concepts of occupational safety and health and best safety practices.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

OSAH 102 - General Industry Outreach Safety Education

General

Academic Level
Undergraduate

Course Title
General Industry Outreach Safety Education

Description
This course is centered around the Occupational Safety and Health Administration's General Industry Outreach Training Credential Program CFR 29 1910. The intention is to provide entry level general industry workers a broad awareness as it relates to recognizing and preventing hazards within the confines their respective workplaces. The discussion and information covers a variety of safety and health hazards which an employee may encounter in a general industry workplace. This course is intended to be an orientation of general industry workplace hazards awareness and job hazard analysis. Additionally, it will provide introductory concepts of occupational safety and health and best safety practices.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

OSAH 105 - Introduction to Workplace Safety

General

Academic Level
Undergraduate

Course Title
Introduction to Workplace Safety

Description
This course provides an overview of the concerns and issues related to occupational safety and health. It will introduce the 1970 Occupational Safety and Health Act and associated regulations and standards. Discussion will include the impacts of workplace safety and health efforts related to employer requirements to provide a safe and healthy workplace. Hazards identification and mitigation are included in the discussion as regulatory compliance is explored within organizational policies and procedures.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 106 - Introduction to Regulatory Compliance

General

Academic Level
Undergraduate

Course Title
Introduction to Regulatory Compliance

Description
This course provides an introductory overview of occupational safety and health regulations per the U.S. Code of Federal Regulations. It will discuss the responsibilities of compliance for organizations and entities as well as safety and health practitioners. Discussion of related laws and the implementation of those laws through the regulatory process will enhance understanding of compliance responsibilities and obligations related to workplace environments.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 107 - Human Factors in Occupational Safety

General

Academic Level
Undergraduate

Course Title
Human Factors in Occupational Safety

Description
This course provides an introductory awareness of the relationship between human behavior and workplace safety. It further offers awareness of ergonomic hazards and concerns while providing related controls.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 110 - Hazardous Materials Safety

General

Academic Level
Undergraduate

Course Title
Hazardous Materials Safety

Description
This course discusses principles and best practices related to the identification and management of workplace hazardous materials. It will discuss hazardous waste materials and cover related regulatory awareness and responsibility per the Occupational Safety and Health Administration (OSHA) the Environmental Protection Agency (EPA) and the Department of Transportation (DOT). Discussion will include labeling, handling, transportation, hazard communication, and the globally harmonized system (GHS). It will further provide information related to hazardous materials releases and subsequent clean-up per the OSHA Hazardous Waste Operations and Emergency Response standard (HAZWOPER).

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 202 - Occupational Safety and Health Standards for the Construction Industry

General

Academic Level
Undergraduate

Course Title
Occupational Safety and Health Standards for the Construction Industry

Description
This course covers OSHA Standards, policies, and procedures as they relate to the construction industry. Topics include the scope and application of the OSHA Construction Standards, construction safety, and health principles, and special emphasis on those areas in construction that are most hazardous. Emphasis is placed on the ability to define construction terms found in the OSHA Construction Standards, identify hazards that occur in the construction industry, locate and determine appropriate OSHA Construction Standards, policies, and procedures, and describe the use of the OSHA Construction Standards and regulations to supplement an ongoing safety and health program.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 203 - General Industry Outreach Safety Education

General

Academic Level
Undergraduate

Course Title
General Industry Outreach Safety Education

Description
This course covers OSHA Standards, policies, and procedures in general industry. Topics include the scope and application of the OSHA General Industry Standards, general industry principles, and special emphasis on those areas in general industry that are most hazardous. Students will have the ability to define general industry terms found in the OSHA General Industry Standards, identify hazards that occur in general industry, locate and determine appropriate OSHA General Industry Standards, policies, and procedures, and describe the use of OSHA General Industry Standards and regulations to supplement an ongoing safety and health program.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 215 - Occupational Health Hazards

General

Academic Level
Undergraduate

Course Title
Occupational Health Hazards

Description
This course provides an overview of occupational health hazards with a discussion focused on the effects of exposure to hazardous chemicals and biological agents. Radiation concerns along with commonly found workplace hazardous materials exposures are also discussed. Preventive measures are explored including medical surveillance programs and the implementation of effective interventions. Toxicity concerns related to workplace hazardous conditions discuss the routes of entry into the human body. Definitions and terms of awareness complete the overview of occupational health hazards.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 216 - Workplace Ergonomics

General

Academic Level
Undergraduate

Course Title
Workplace Ergonomics

Description
This course will provide information and awareness related to workplace ergonomic principles and best practices. The intention is to provide workers and employers with an ergonomically safe workplace that has evaluated and controlled conditions that cause or contribute to musculoskeletal and nerve disorders.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 230 - Workplace Safety, Health, and Environmental Communications

General

Academic Level
Undergraduate

Course Title
Workplace Safety, Health, and Environmental Communications

Description
This course will provide basic skills, knowledge, and techniques to effectively communicate safety, health, and environmental issues to various workplace stakeholders. It will discuss the diversity of communication challenges within a multicultural workplace while offering options to meet the need for adequate communication. Verbal, media, and non-verbal communication modalities will be explored and evaluated to complete the awareness of workplace safety, health, and environmental communications modalities.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 241 - Occupational Risk Management and Control

General

Academic Level
Undergraduate

Course Title
Occupational Risk Management and Control

Description
Occupational risk management and control includes a current risk analysis of any given workplace. This course will provide information to conduct a risk analysis while offering options to reduce safety risks and exposures. It will also provide introductory information related to the history and origins of the worker's compensation system. Risk assignment and assessment will be included to complete the introductory information associated with occupational risk management and control.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

OSAH 242 - Behavioral Aspects of Accident Prevention

General

Academic Level
Undergraduate

Course Title
Behavioral Aspects of Accident Prevention

Description
This course will provide the information needed to influence safe behaviors and desired behavioral outcomes for the workplace. Through an introduction to behavior-based safety concepts, there will be an awareness of the influences related to workers displaying and participating in unsafe behaviors. The intention is to provide interventions before accidents or injuries occur. Discussion includes the associated costs to both humans and businesses when unsafe acts and behaviors result in injury or fatality.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

PARL 101 - Introduction to Paralegal Studies

General

Academic Level
Undergraduate

Course Title
Introduction to Paralegal Studies

Description
This course introduces the American legal system and the variety of work done in the public and private practice of law by attorneys and paralegals working under the supervision of attorneys; emphasis on substantive and procedural aspects of law and the role of paralegals in accomplishing varied tasks within the legal system; examination of the structure and operation of the federal and state court systems; discussion of the ethical considerations inherent in the performance of various functions by paralegals. Formerly PARL 180.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PARL 120 - Law Office Computer Technology

General

Academic Level
Undergraduate

Course Title
Law Office Computer Technology

Description
This online course prepares students for working in the legal field, specifically in law offices. Students will demonstrate competent knowledge of legal technology software programs typically utilized in a law office for data management and processing, case and trial management, billing, calendaring and electronic communication through interactive software simulation and hands-on experience. Introduction and development of correct keyboard touch-typing finger placement to improve keyboarding accuracy and speed will be interwoven throughout the course to achieve a minimum of 30 WPM. Students will be encouraged to use learned keyboarding techniques to improve speed and accuracy to achieve industry benchmarks. Upon the successful completion of 12 legal technology software modules and course, a digital badge will be provided from the National Society for Legal Technology

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: CISC101
Pre- or corequisite: PARL101

This course is an approved AAS elective
Yes

PARL 150 - Law Office Procedures

General

Academic Level
Undergraduate

Course Title
Law Office Procedures

Description
This course introduces the student to a typical legal office setting and the duties that may be required of a paralegal, emphasis on various file management and docket systems, billing and account management, client and colleague interaction, current office technology and ethical behavior. Formerly OFAD163

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PARL 151 - Family Law

General

Academic Level
Undergraduate

Course Title
Family Law

Description
This course introduces basic common law and statutory concepts of family law and domestic relations. Topics include, among others, marriages, separation, divorce, annulment, martial property, the parent-child relationship, child custody and supports, adoptions, guardianship, domestic relations court procedures, and the paralegal's role in the delivery of family law legal services. Ethical obligations, family law terminology and relevant technology in domestic relations practice are also presented. Prereq.- PARL 101. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PARL101

This course is an approved AAS elective
Yes

PARL 153 - Real Estate Law

General

Academic Level
Undergraduate

Course Title
Real Estate Law

Description
Designed to prepare the student to become a legal office administrative support person who is either a paralegal or legal office administrator; basic concepts of the law of real property and rules affecting ownership, and transfer of ownership of real property; preparation of deeds, mortgages, title search and leases, including accumulating data and information needed to complete the above forms. Pre- or coreq. - PARL 101; Prereq. - word processing skill using Microsoft Word. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Word processing skill using Microsoft Word
Pre- or corequisite: PARL101

This course is an approved AAS elective
Yes

PARL 156 - Estates and Trusts

General

Academic Level
Undergraduate

Course Title
Estates and Trusts

Description
Preparation of wills, trusts and administration of estates; responsibilities of the legal assistant in these areas; sample forms for wills, trusts and administration of an estate; preparation of tax returns. Pre- or coreq. - PARL 101. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: PARL101

This course is an approved AAS elective
Yes

PARL 161 - Business Organization Law

General

Academic Level
Undergraduate

Course Title
Business Organization Law

Description
This course introduces the principles of law applicable to operation of a business as a sole proprietorship, partnership, and corporation. Students will learn how to draft documents needed for organization, operation and dissolution of each.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: PARL 101

This course is an approved AAS elective
Yes

PARL 162 - Contract Law

General

Academic Level
Undergraduate

Course Title
Contract Law

Description
This course introduces proper analysis and application of the law pertaining to contract classification, formation, interpretation, remedies, and dispute resolution under common law, consumer protection laws and the Uniform Commercial Code. Emphasis is on the role of the paralegal in accomplishing various tasks under the supervision of an attorney in all phases of the contracting process. Prereq.- PARL 101. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PARL101

This course is an approved AAS elective
Yes

PARL 163 - Tort Law

General

Academic Level
Undergraduate

Course Title
Tort Law

Description
This course introduces civil wrongs including intentional torts, negligence, product liability, trespass, and nuisance cases. Examination of the common defenses to such actions and appropriate remedies for the victims are analyzed. The paralegal's role in the delivery of legal services, ethical obligations, legal terminology and relevant technology in a tort and personal injury law practice also are presented. Prereq. - PARL 101. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PARL101

This course is an approved AAS elective
Yes

PARL 166 - Criminal Law and Procedure

General

Academic Level
Undergraduate

Course Title
Criminal Law and Procedure

Description
This course introduces the paralegal's role in the practice of criminal law. Students will examine the critical stages in criminal procedure from arrest through appeal. Students will analyze the substantive aspects of criminal law including the general principles of criminal liability, particular crimes, parties to crimes, and the defenses to crimes. The Constitutional issues involved in criminal law will also be covered. Students will review statutes, rules and significant cases in criminal law and conduct research of various legal issues in order to prepare memorandums and motions in support of their research. Ethical issues involved in criminal law will be explored. Prereq. - PARL 101. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PARL101

This course is an approved AAS elective
Yes

PARL 175 - Bankruptcy Law

General

Academic Level
Undergraduate

Course Title
Bankruptcy Law

Description
This course will enable students to have a foundation in both substantive and procedural bankruptcy law. The student will explore various legal ethics scenarios, paralegal's role and duty in the practice of bankruptcy law under the supervision of a licensed attorney, client relations and intake as well as drafting of the various petitions and schedules, form and motions.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PARL 187 - Litigation Practice and Procedure

General

Academic Level
Undergraduate

Course Title
Litigation Practice and Procedure

Description
Civil litigation including appeals, drafting pleadings, interrogatories, depositions, and motions; aspects of criminal practice. Pre- or coreq. - PARL 101; Prereq. - typing skill.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: typing skill
Pre- or corequisite: PARL101

This course is an approved AAS elective
Yes

PARL 205 - Legal Research

General

Academic Level
Undergraduate

Course Title
Legal Research

Description
This course provides practical experience understanding the court system at both the federal and state levels, locating and applying conventional and computerized legal research resources in the investigation and resolution of typical fact scenarios and legal issues. Emphasis is placed on preparing for the role of the paralegal performing legal research in an attorney-supervised law office. Students will become familiar with basic legal writing principles. Prereq.- ENGL101 and PARL101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and PARL101

This course is an approved AAS elective
Yes

PARL 210G - Legal Writing

General

Academic Level
Undergraduate

Course Title
Legal Writing

Description
This course reinforces legal research skills previously learned and further demonstrates the application and knowledge to synthesize information and research results into practical legal writing exercises. Students will become familiar with basic legal writing principles and the incorporation of legal research results into traditional writing exercises in the IRAC (Issue, Rule, Analysis and Conclusion) method of legal writing such as case briefs, legal research memoranda and attorney-supervised traditional persuasive court required writings (such as but not limited to memos and briefs etc.) to develop advocacy and communication skills. Prereq.- ENGL151L and PARL101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151L and PARL205

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

PARL 215G - Legal Research and Writing

General

Academic Level
Undergraduate

Course Title
Legal Research and Writing

Description
This course provides practical experience locating and applying conventional and computerized legal research resources in the investigation and resolution of typical fact scenarios and legal issues. Emphasis is placed on preparing for the role of the paralegal performing legal research in an attorney-supervised law office. Students will become familiar with basic legal writing principles and the incorporation of legal research results into traditional writing exercises such as case briefs and legal research memoranda. Prereq.- ENGL 151 and PARL 101. CORE: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151 and PARL101

This course is an approved AAS elective
Yes

PARL 250 - Internship

General

Academic Level
Undergraduate

Course Title
Internship

Description
This course includes preparatory seminars preceding 100-hour student obtained placement in a legal office setting appropriate to the course study. The student on-site experience includes assignments given by a licensed attorney or their designated paralegal in an environment where the intern will be properly supervised; maintenance of a daily journal during the actual work experience shall be submitted weekly during the internship and a student internship reflective paper will be due at the end of the internship experience. Restricted to Paralegal majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:7:0

Prerequistes and Corequisites
Prerequisite: CISC101 and PARL150 and PARL187 and PARL210G

This course is an approved AAS elective
Yes

PARL 291 - Special Studies in Paralegal

General

Academic Level
Undergraduate

Course Title
Special Studies in Paralegal

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PHED 121 - Cardio Conditioning

General

Academic Level
Undergraduate

Course Title
Cardio Conditioning

Description
This course introduces students to basic knowledge regarding developing and performing cardiorespiratory fitness programs. Students will become familiar with various activities used to develop and enhance the cardiorespiratory system, including interval and steady-state training activities, as well as, developing means of assessing individual cardiorespiratory fitness. Participants will learn how to safely and effectively develop an individualized cardiorespiratory training program

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 125 - Weight Training I

General

Academic Level
Undergraduate

Course Title
Weight Training I

Description
This course introduces students to basic knowledge regarding developing and performing resistance training programs. Students will become familiar with various resistance training exercises, including free-weights, machines, and other specialized equipment, as well as, developing means of assessing individual muscle fitness. Participants will learn how to safely and effectively develop an individualized resistance training program. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 130 - Fitness I

General

Academic Level
Undergraduate

Course Title
Fitness I

Description
This course introduces students to the health-related components of fitness: cardiorespiratory endurance, muscle fitness, flexibility, and body composition. Students will become familiar with various activities used to develop and enhance each of these fitness components, including: resistance training, cardiorespiratory fitness activities, and flexibility exercises, as well as, developing means of assessing each of the components. Participants will learn how to safely and effectively develop an individualized comprehensive fitness program. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 135 - Yoga and Pilates

General

Academic Level
Undergraduate

Course Title
Yoga and Pilates

Description
This course introduces students to basic knowledge of the fundamental philosophies and skills of Yoga and Pilates. Students will become familiar with basic postures and develop an understanding of Yoga and Pilates as forms of mind/body exercise. Breath and meditation postures (asanas) for relaxation will also be explored. Participants will learn how to safely and effectively develop an individualized Yoga and Pilates practice.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 140 - Backpacking

General

Academic Level
Undergraduate

Course Title
Backpacking

Description
This course is designed to instruct students in the basic skills and equipment of hiking, backpacking, wilderness camping and cooking, navigation, trip planning, safety, and first aid. Instruction will emphasize the value of backpacking as a life-long activity. Students will plan and execute an overnight trip.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 230 - Fitness II

General

Academic Level
Undergraduate

Course Title
Fitness II

Description
This course builds upon concepts learned in Fitness I to provide a deeper understanding of fitness and a more complete view of wellness. Goal setting, special exercise considerations, injury prevention, heart health, nutrition, and weight management will be examined. Students will employ these concepts to further enrich fitness programs and lead a healthier lifestyle. Medical Clearance or testament of health status is required. Prereq.- PHED 130 or departmental permission. Only available through Online Learning.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites
Prerequisite: PHED130 or departmental permission

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHED 235 - Personal Yoga Practice

General

Academic Level
Undergraduate

Course Title
Personal Yoga Practice

Description
This course is designed for the student with prior experience in Yoga. Students will be introduced to more challenging variations and basic postures with a goal of deepening their personal Yoga practice designed to meet their individual lifestyle goals, such as increased flexibility, healing an injury, improved athletic performance, reducing stress and anxiety, and/or improved mind/body intelligence. Participants will learn how to safely and effectively deepen and commit to their personal Yoga practice, with an emphasis on making it a part of their lifestyle. Prereq.- PHED135.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
.5:1.5:0

Prerequistes and Corequisites
Prerequisite: PHED135

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 111 - On Death and Dying

General

Academic Level
Undergraduate

Course Title
On Death and Dying

Description
This course provides a number of perspectives on death and how people perceived and responded to it. It offers a survey of personal, philosophical, social, and artistic aspects as well as routes for exploring grief and grieving and the relationship between death and the meaning of life. Also available through Online Learning. Core: AH, CT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 111G - On Death and Dying

General

Academic Level
Undergraduate

Course Title
On Death and Dying

Description
This course provides a number of perspectives on death and how people perceived and responded to it. It offers a survey of personal, philosophical, social, and artistic aspects as well as routes for exploring grief and grieving and the relationship between death and the meaning of life. Writing intensive. Prereq. - ENGL101. Also available through Online Learning. Core: AH, D, CT, IL, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 121 - World Religions

General

Academic Level
Undergraduate

Course Title
World Religions

Description
World-wide religions (Hinduism, Buddhism, Taoism, Judaism, Christianity, Islam and Native American spirituality), their concepts of deity, world-views, and theories on the problems and potentials of humankind; emphasis on essential ethical, metaphysical, and spiritual beliefs and practices, similarities and differences, and relations to contemporary life. Core: AH, D. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 201 - Introduction to Philosophy

General

Academic Level
Undergraduate

Course Title
Introduction to Philosophy

Description
A study of central philosophical questions and theories about human existence, our experience of and place in the world; God, free will, scientific humanism, existentialism; ancient Greek, Judeo-Christian, Modern and 20th century thought; emphasis on development of rational skills and reflective thinking. Prereq. - Reading and writing competence as determined for ENGL 101. Also available through Online Learning. Approved for the Honors Program. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competence as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PHIL 202 - Ethics and Moral Problems

General

Academic Level
Undergraduate

Course Title
Ethics and Moral Problems

Description
A critical study of major ethical theories and concepts and their application to selected moral issues, to aid in shaping one's own ethical stance and in making sound ethical choices; Hedonism, Egoism, Altruism, Authenticity, Existentialism, Absolutism, Relativism, Utilitarianism, Human Rights and Duty, Justice, Multiculturalism and Feminism. Course numbers ending in a G are Writing Intensive (WI). Also available through Online Learning. Approved for the Honors Program. Core: AH

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 202G - Ethics and Moral Problems

General

Academic Level
Undergraduate

Course Title
Ethics and Moral Problems

Description
A critical study of major ethical theories and concepts and their application to selected moral issues, to aid in shaping one's own ethical stance and in making sound ethical choices; Hedonism, Egoism, Altruism, Authenticity, Existentialism, Absolutism, Relativism, Utilitarianism, Human Rights and Duty, Justice, Multiculturalism and Feminism. Writing intensive. Also available through Online Learning. Approved for the Honors Program. Core: AH, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL 101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PHIL 204 - Asian Philosophies

General

Academic Level
Undergraduate

Course Title
Asian Philosophies

Description
A survey of major Asian traditions, texts, and thinkers, especially in Indian and Chinese philosophy. Course themes will include Asian philosophical perspectives on the nature of the mind, body, self, soul, identity, knowledge, reality, compassion, duty, karma, and nirvana. This course will involve the disciplined practices of concentration and meditation. Pre or coreq. - PHIL 121 or 201. Approved for the Honors Program. Core: AH, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Pre- or corequisite: PHIL121 or PHIL201

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PHIL 211 - Ancient Philosophy

General

Academic Level
Undergraduate

Course Title
Ancient Philosophy

Description
This course is a survey of major Ancient Western Philosophical traditions, texts, and thinkers, emphasizing Plato and Aristotle, but also including the pre-Socratic and Hellenistic eras. Course themes include Ancient Greek and Roman (et.al.) perspectives on the nature of reality, knowledge, virtue, happiness, the soul, logic, and philosophical inquiry. Prereq. - Reading and Writing Competency as determined for ENGL101 . Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite:Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 215 - Modern Philosophy

General

Academic Level
Undergraduate

Course Title
Modern Philosophy

Description
This course is a survey of major Modern Western Philosophical traditions, texts, and thinkers, emphasizing Continental Rationalism and British Empiricism and ending with Kant. Course themes include perspectives on the nature of reality, knowledge, the relationship between mind and body, and the limits and possibilities of human reason. Prereq.- PHIL 201. Core AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PHIL201

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 220 - Existentialism

General

Academic Level
Undergraduate

Course Title
Existentialism

Description
This course is a survey of major existentialist thinkers and traditions in philosophy, beginning with Hegel, and including such thinkers as Kierkegaard, Nietzsche, Simone de Beauvoir, Albert Camus, Jean Paul Sartre, Martin Heidegger and Maurice Merleau-Ponty. Themes addressed include authenticity, bad faith, freedom, anxiety, nihilism, mortality, existentialist ethics, phenomenology, humanism, perception, the body, and truth. Prereq.- PHIL201. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PHIL201

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHIL 225 - What is Freedom?

General

Academic Level
Undergraduate

Course Title
What is Freedom?

Description
An investigation into one of the most central and influential philosophical concepts in our lives and cultures: freedom. What does it mean to be free? What is the nature of free will? Does free will even exist? What is the relationship between personal, metaphysical, and political conceptions of freedom? This course will include a survey of major thinkers and traditions on the subject of freedom. Prereq. - Reading and Writing competency as determined for ENGL101. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHYS 101 - Physics I

General

Academic Level
Undergraduate

Course Title
Physics I

Description
This is an introductory, algebra-based, problem-solving physics course with a lab component. Topics covered are one and two-dimensional motion, forces, Newton's laws, work, power, energy, momentum, rotation, equilibrium, fluids, temperature, and heat. Prereq. - MATH140 with C or better. Core: SCI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: C or better in MATH140

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHYS 151 - Physics II

General

Academic Level
Undergraduate

Course Title
Physics II

Description
This is the follow-on physics course to PHYS 101 (Physics I), and is an introductory, algebra-based, problem-solving course with a lab component. Topics covered are vibrations and waves, sound, electric charge and electric fields, circuits, magnetism, electromagnetic waves, light, and optics. Prereq. - PHYS 101 with C or better. Core: SCI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: C or better in PHYS101

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHYS 152 - Physical Science II

General

Academic Level
Undergraduate

Course Title
Physical Science II

Description
A study of basic physics and chemistry including properties of matter, force and motion, work and machines, heat and combustion, electricity and magnetism, mechanics of liquids and gases, basic chemical reactions, atomic energy and radiation. Core: SCI. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHYS 215 - Physics for Science and Engineering I

General

Academic Level
Undergraduate

Course Title
Physics for Science and Engineering I

Description
Physical quantities, particle kinematics and dynamics, work, energy, momentum, rotational mechanics, equilibrium, heat, and thermodynamics. Pre- or coreq. - MATH 181. Core: SCI.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
4:3:0

Prerequistes and Corequisites
Pre- or corequisite: MATH181

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PHYS 225 - Physics for Science and Engineering II

General

Academic Level
Undergraduate

Course Title
Physics for Science and Engineering II

Description
This is the follow-on physics course to PHYS 215 (Physics for Science & Engineering I), and is an engineering and scientist level, calculus-based, problem-solving physics course with lab component. Topics covered are vibrations and waves, sound, electric charge and electric fields, circuits, magnetism, electromagnetic waves, light, optics and modern physics (quantum, atomic, relativity). Prereq. - PHYS215 with C or better. Core: SCI.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
4:3:0

Prerequistes and Corequisites
Prerequisite: C or better in PHYS215

General Education Foundational Course Categories: Intellectual & Practical Skills
Science (SCI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PMTD 105 - Precision Machining I

General

Academic Level
Undergraduate

Course Title
Precision Machining I

Description
This course introduces students to the fundamentals of machining, emphasizing safety, precision measurement, blueprint reading, and manual machine operation. Students learn the history of machining and its impact on modern manufacturing. Through structured lab projects, they gain practical experience using hand tools, layout tools, drill presses, engine lathes, and milling machines. The course develops technical accuracy, process planning, and attention to detail — foundational skills for any machinist or manufacturing technician.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

This course is an approved AAS elective
Yes

PMTD 110 - Precision Machining II

General

Academic Level
Undergraduate

Course Title
Precision Machining II

Description
This course builds upon foundational machining principles introduced in Level 1, emphasizing precision measurement, advanced layout, and intermediate lathe and milling operations. Students develop the ability to plan and execute machining processes, perform accurate setups, and machine parts to tight tolerances using advanced measuring instruments. Additional topics include tool geometry, machining sequence, and surface grinding techniques, preparing students for toolroom and production-level work.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: PMTD105 Precision Machining I

This course is an approved AAS elective
Yes

PMTD 115 - Precision Measurement / GD&T

General

Academic Level
Undergraduate

Course Title
Precision Measurement / GD&T

Description
This course provides an in-depth study of precision measurement and the application of Geometric Dimensioning and Tolerancing (GD&T) principles in manufacturing and inspection. Students learn to interpret engineering drawings, apply GD&T symbols, and perform accurate dimensional verification using precision instruments and inspection equipment. Emphasis is placed on the relationship between design intent, manufacturing processes, and part function. Through hands-on measurement labs and print analysis, students gain practical experience with datums, feature control frames, and tolerance calculations, preparing them to ensure quality and accuracy in modern machining and tool design environments.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: CADM117 Technical Drawings

This course is an approved AAS elective
Yes

PMTD 205 - Precision Machining III

General

Academic Level
Undergraduate

Course Title
Precision Machining III

Description
This capstone course refines advanced machining, measurement, and assembly skills required for toolroom and precision manufacturing environments. Students plan and execute multi-part projects involving close tolerances, geometric relationships, and functional assemblies. Emphasis is placed on process planning, setup accuracy, print interpretation, and inspection to professional standards. Students demonstrate independence and accountability by producing components to specification and integrating quality control methods consistent with industry practices.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
4.25

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: PMTD110 Precision Machining II

This course is an approved AAS elective
Yes

PMTD 215 - CNC Programing and Operations I

General

Academic Level
Undergraduate

Course Title
CNC Programing and Operations I

Description
This introductory Computer Numerical Control (CNC) machining course provides students with a solid foundation in CNC machine setup, operation, and programming. Students learn the fundamentals of G-code, tool selection, coordinate systems, offsets, and basic programming for milling and turning centers. Emphasis is placed on understanding machine motion, verifying programs, and safely operating CNC machines to produce precision parts to specification. Through lecture, simulation, and hands-on projects, students gain the skills necessary to transition from manual machining to CNC production environments.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: PMTD110 Precision Machining II

This course is an approved AAS elective
Yes

PMTD 220 - CNC Programing and Operations II

General

Academic Level
Undergraduate

Course Title
CNC Programing and Operations II

Description
This advanced Computer Numerical Control (CNC) programming course expands on fundamental CNC skills with an emphasis on precision programming, setup optimization, and efficient machining processes. Students write, edit, and verify complex CNC programs for milling and turning applications using multiple tool changes, subprograms, cutter compensation, and coordinate system transformations. Emphasis is placed on problem-solving, code optimization, and verifying part accuracy through inspection and simulation. Students will produce multi-feature parts using advanced programming techniques and demonstrate the ability to transition between manual G-code programming and Computer Aided Design/ Computer Aided Manufacturing (CAD/CAM)-generated toolpaths.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:0

Prerequistes and Corequisites
Prerequisite: PMTD215 CNC Programing and Operations I

This course is an approved AAS elective
Yes

PMTD 230 - CAM Programming and Tool Design

General

Academic Level
Undergraduate

Course Title
CAM Programming and Tool Design

Description
This advanced-level course integrates Computer-Aided Manufacturing (CAM) software with precision tool and fixture design principles to prepare students for complex machining and toolmaking operations. Students learn to generate, simulate, and post-process multi-axis toolpaths for Computer Numerical Control (CNC) mills and lathes using industry-standard CAM software. Emphasis is placed on toolpath optimization, fixturing strategy, tool design, and verification of part geometry through precision inspection methods. Projects simulate real-world manufacturing scenarios requiring students to design cutting tools, work holding fixtures, and production processes that meet design intent and Geometric Dimensioning and Tolerancing (GD&T) requirements.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3.75

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:1:0

Prerequistes and Corequisites
Prerequisite: CADM115 Computer Aided Design I and PMTD215 CNC Programing and Operations I

This course is an approved AAS elective
Yes

POLS 101 - Introduction to Political Science

General

Academic Level
Undergraduate

Course Title
Introduction to Political Science

Description
Basic issues of political science including political theory, comparative political institutions, dominate ideologies and ideas, the importance of law, the domestic and Third World struggles for civil and political equality and international relations. Also available through Online Learning. Approved for the Honors Program.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

POLS 110 - American National Government

General

Academic Level
Undergraduate

Course Title
American National Government

Description
Constitutional interpretation and implementation, powers and procedures of executive, legislative and judicial branches and the American political process. Also available through Online Learning. Core: SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 110G - American National Government

General

Academic Level
Undergraduate

Course Title
American National Government

Description
Constitutional interpretation and implementation, powers and procedures of executive, legislative and judicial branches and the American political process. Offered alternate years. Writing intensive. Prereq. - ENGL 101. Core: SIT, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 150 - Peace Studies and Conflict Resoltn(Study Abroad)

General

Academic Level
Undergraduate

Course Title
Peace Studies and Conflict Resoltn(Study Abroad)

Description
The course examines the political, socioeconomic, and historical factors contributing to a culture of peace and non-violence in Costa Rica as well as the contemporary challenges in maintaining that culture. Students will meet the decision makers and practitioners in the fields of government, business, education, religion, security, foreign policy, environment, and the media. Basic language and cultural instruction will be included along with excursions to areas of interest in Costa Rica. (Study Abroad). Prereq.- ENGL101 and approval of instructor. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 and approval of instructor

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 170 - Politics Mod Turkey Study-Abroad

General

Academic Level
Undergraduate

Course Title
Politics Mod Turkey Study-Abroad

Description
This course focuses on the politics of modern Turkey with special reference to the culture, history, economy, and social life of the country. The political structure and institutions of Turkey are studied with special focus on Turkish secular democracy within the context of tradition, modernity and change. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 202 - International Relations

General

Academic Level
Undergraduate

Course Title
International Relations

Description
This course examines the theories and facts about contemporary relationships among the nations of the world. It covers major global issues such as war and national security, economic interdependence, human rights, global poverty, environmental issues, and the work of international organizations such as the United Nations. Also available through Online Learning. Core: SIT, D and CT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 205 - Women and Politics

General

Academic Level
Undergraduate

Course Title
Women and Politics

Description
This course explores women's quest for political equality in the U.S. and globally. It examines the social, cultural and economic factors affecting women's political power. The course also surveys contemporary global issues and their impact on the status of women. Core: D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 205G - Women and Politics

General

Academic Level
Undergraduate

Course Title
Women and Politics

Description
This course explores women's quest for political equality in the U.S. and globally. It examines the social, cultural and economic factors affecting women's political power. The course also surveys contemporary global issues and their impact on the status of women. Core: D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 210G - American Constitutional Law

General

Academic Level
Undergraduate

Course Title
American Constitutional Law

Description
A survey of constitutional law emphasizing civil rights and individual liberties, this course will provide students with a general understanding of the major issues in constitutional law, including the setup of the US Government, the separation of powers between branches of federal government, federalism and states' rights, and the balance of the interests of the government with that of the individual in a diverse society.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 251 - State and Local Government

General

Academic Level
Undergraduate

Course Title
State and Local Government

Description
A survey of constitutional law emphasizing civil rights and individual liberties, this course will provide students with a general understanding of the major issues in constitutional law, including the setup of the US Government, the separation of powers between branches of federal government, federalism and states' rights, and the balance of the interests of the government with that of the individual in a diverse society. Core: SIT, CT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

POLS 251G - State and Local Government

General

Academic Level
Undergraduate

Course Title
State and Local Government

Description
A survey of constitutional law emphasizing civil rights and individual liberties, this course will provide students with a general understanding of the major issues in constitutional law, including the setup of the US Government, the separation of powers between branches of federal government, federalism and states' rights, and the balance of the interests of the government with that of the individual in a diverse society. Writing intensive. Prereq. - ENGL101. Core: SIT, CT, IL, D, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSAP 250 - Positive Behavior Support for Individuals with Neurodevelopmental Disorders

General

Academic Level
Undergraduate

Course Title
Positive Behavior Support for Individuals with Neurodevelopmental Disorders

Description
An exploration of the symptoms, strengths, daily life experiences, and developmental course of people with neurodevelopmental disorders. Students will explore a wide array of neurodevelopmental disorders and increase their knowledge and understanding of this diverse group of people. Restricted to Applied Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: B or better in PSYC235 and PSYC258
Corequisite: PSAP260

This course is an approved AAS elective
Yes

PSAP 260 - Counseling Individuals with Neurodevelopmental Disorders

General

Academic Level
Undergraduate

Course Title
Counseling Individuals with Neurodevelopmental Disorders

Description
This course is an overview of basic counseling skills and knowledge that students need to become effective helpers to those with developmental differences. Skills include identification with the values and ethics of the profession, cultivating the habit of self-reflection, and developing cultural competence. Students will explore the requirements and challenges of working with individuals with neurodevelopmental disorders, to consider if a counseling career is a good fit. Restricted to Applied Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: B or better in PSYC 235 and PSYC258
Corequisite: PSAP250

This course is an approved AAS elective
Yes

PSAP 280 - Applied Psychology Experiential Learning

General

Academic Level
Undergraduate

Course Title
Applied Psychology Experiential Learning

Description
Students apply their knowledge of human development, psychopathology, counseling skills, and counseling values and ethics in a clinical setting. They interact with clients and analyze assessment information to evaluate clients' strengths, needs and challenges. They develop an identification with their profession through the application of ethical guidelines and professional standards. Students create written assessments of their clients to document clinical treatment. Requires 150 hours working in an approved clinical setting. Restricted to Applied Psychology majors. Prereq. - PSAP260 with B or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites
Prerequisite: B or better in PSAP260

This course is an approved AAS elective
Yes

PSCO 110 - Introduction to Behavioral Health & Human Services

General

Academic Level
Undergraduate

Course Title
Introduction to Behavioral Health & Human Services

Description
This course introduces students to the behavioral health and human services field, emphasizing professional roles, ethical foundations, trauma-informed approaches, and the importance of self-care in sustaining effective helping practice. Students explore confidentiality and privacy laws, mandated reporting requirements, the ACA Ethical Code, cultural humility, professional boundaries, suicide-prevention principles, polyvagal-informed self-regulation strategies, and foundational self-care practices to support personal well-being and prevent burnout. The course also incorporates foundational career readiness by strengthening professional communication skills, cultivating professional identity, and increasing awareness of behavioral health career pathways and expectations.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AAS elective
Yes

PSCO 215 - Self-Care: Science-Based Practices for Mental Wellness

General

Academic Level
Undergraduate

Course Title
Self-Care: Science-Based Practices for Mental Wellness

Description
This course is an experiential and research-based overview of self-care, integrating a preventative and proactive approach to regenerative care. Students will learn to incorporate self-care into their personal and professional practice.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103 Introduction to Psychology

This course is an approved AAS elective
Yes

PSCO 250 - Behavioral Health Strategies in the Helping Professions

General

Academic Level
Undergraduate

Course Title
Behavioral Health Strategies in the Helping Professions

Description
An exploration of the symptoms, strengths, daily life experiences, and developmental course of individuals with psychological disorders, including neurodiverse people. Students will explore a wide array of psychological disorders and increase their knowledge and understanding necessary for working with this diverse group of people. This course is restricted to Counseling Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: B or better in PSYC258 and PSYC235

Corequisite: PSCO260

This course is an approved AAS elective
Yes

PSCO 260 - Introduction to Counseling

General

Academic Level
Undergraduate

Course Title
Introduction to Counseling

Description
This course is an overview of basic counseling skills and knowledge that students need to become effective helpers to those seeking support. Skills include identification with the values and ethics of the profession, cultivating the habit of self-reflection, and developing cultural competence. Students will explore the requirements and challenges of working with individuals with psychological disorders. Students will develop the skills and, if they elect to do so, complete the processes to obtain a Counseling Psychology internship placement for the following semester. This course is restricted to Counseling Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: B or better in PSYC235 and PSYC258

Corequisite: PSCO250

This course is an approved AAS elective
Yes

PSCO 270 - Counseling Psychology Practices

General

Academic Level
Undergraduate

Course Title
Counseling Psychology Practices

Description
This course offers an in-depth overview of counseling practices, focusing on the personal qualities and skills necessary for students to become effective helpers for those seeking support. It includes a comprehensive survey of the major types of therapy practiced by counselors. Students will cultivate a professional identity through the application of ethical guidelines and professional standards to case studies and hypothetical scenarios. Additionally, the course explores various career paths within Counseling Psychology. Enrollment is restricted to Counseling Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSCO250 and PSCO260

This course is an approved AAS elective
Yes

PSCO 280 - Behavioral Health Internship

General

Academic Level
Undergraduate

Course Title
Behavioral Health Internship

Description
Students apply their knowledge of human development, psychopathology, counseling skills, and counseling values and ethics in a clinical setting. They interact with clients and analyze assessment information to evaluate clients' strengths, needs, and challenges. They develop an identification with their profession through the application of ethical guidelines and professional standards. Students create written assessments of their clients to document client treatment. Requires 75 hours working in an approved clinical setting. This course is restricted to Counseling Psychology majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:5.4

Prerequistes and Corequisites
Prerequisite: PSCO250 and PSCO 260 and instructor permission

This course is an approved AAS elective
Yes

PSYC 103 - Introduction to Psychology

General

Academic Level
Undergraduate

Course Title
Introduction to Psychology

Description
This course will introduce students to the scientific study of human behavior and the mind. Topics will include a history of psychology, research methods, biological bases of behavior, sensation, perception, consciousness, learning, memory, language, intelligence, motivation, emotion, human development, personality, stress, psychopathology, and psychotherapy. Approved for the Honors program. Core: SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PSYC 103G - Introduction to Psychology

General

Academic Level
Undergraduate

Course Title
Introduction to Psychology

Description
This course will introduce students to the scientific study of human behavior and the mind. Topics will include a history of psychology, research methods, biological bases of behavior, sensation, perception, consciousness, learning, memory, language, intelligence, motivation, emotion, human development, personality, stress, psychopathology, and psychotherapy. Approved for the Honors program. Core: SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 105 - The Science of Happiness: Promoting Mental Well-Being

General

Academic Level
Undergraduate

Course Title
The Science of Happiness: Promoting Mental Well-Being

Description
In this course students will explore the science of happiness and the key theories, research findings, and practical strategies for enhancing and sustaining mental well-being. Students will investigate the biological, psychological, and social factors that contribute to a fulfilling life, and learn evidence-based techniques to cultivate happiness and resilience. Core: SSHB

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competency as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 205 - Research Methods

General

Academic Level
Undergraduate

Course Title
Research Methods

Description
This class is an overview of scientific research methods used in the social sciences. In this class, we will cover not only research methods (such as empirical data collection and analysis) but also the research process from start to end, including the steps of scientific inquiry, and the ethics involved. Only one of the following: HUMA 250G or PSYC 205 may count for credit toward the same degree. Core: SSHB, IL. Prereq.- PSYC 103.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 221 - Responding to the Bereaved

General

Academic Level
Undergraduate

Course Title
Responding to the Bereaved

Description
Comprehensive study of bereavement, including grief and mourning, complicated grief, bereaved children and adolescents, spousal bereavement, bereaved parents, principles of bereavement caregiving and assessment. Students will explore ways to structure the funeral director's role as caregiver, address their feelings and attitudes toward death, and receive training in communication skills enhancement. Restricted to Funeral students. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PSYC 230 - Introduction to Health Psychology

General

Academic Level
Undergraduate

Course Title
Introduction to Health Psychology

Description
This course is an overview of the expanding field of health psychology. Current research will be examined to understand how biological, psychological, and social factors influence health, especially as they relate to chronic and life-threatening illnesses (e.g., cancer, AIDS, diabetes, hypertension, and chronic pain). There will be an exploration of the role of psychologists and psychological research in areas such as prevention, early detection and adaptation to illness. Students will also consider cultural and gender factors that influences the following: health behaviors; access to, and utilization of, health-related resources; and health outcomes. Prereq.- PSYC 103. Core: SSHB, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 235 - Child & Adolescent Psychopathology

General

Academic Level
Undergraduate

Course Title
Child & Adolescent Psychopathology

Description
This course investigates the issues of normal versus psychopathological behavior in infants, children, and adolescents and surveys alternative views of etiology, diagnosis, treatment and prevention or various mental disorders with a special emphasis on the developmental psychopathology perspective.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103 Introduction to Psychology

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 245 - Cognitive Psychology

General

Academic Level
Undergraduate

Course Title
Cognitive Psychology

Description
Cognitive psychology is the study of what we know, how we know it, and how that knowledge is acquired, organized, accessed, and used. This class will be a survey of the following: a historical perspective on the field of studying cognition; the research methods of contemporary cognitive psychology; attention; perception; memory; the structure of knowledge; individual differences in intelligence; our understanding of language and music; reasoning; problem-solving; and cognitive neuroscience. Prereq.- PSYC 103. Core SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 251 - Child Psychology

General

Academic Level
Undergraduate

Course Title
Child Psychology

Description
The individual from conception to adolescence: physically, mentally, emotionally and socially from the research standpoint. PSYC 251 and PSYC 258 may not both be used for credit. Prereq. - PSYC 103. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 251G - Child Psychology

General

Academic Level
Undergraduate

Course Title
Child Psychology

Description
The individual from conception to adolescence: physically, mentally, emotionally and socially from the research standpoint. PSYC 251 and PSYC 258 may not both be used for credit. Writing intensive. Prereq. - PSYC 103 and ENGL 101. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103 and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 255 - Psychopathology

General

Academic Level
Undergraduate

Course Title
Psychopathology

Description
This course investigates psychopathology and surveys the symptoms, causes, treatment and prevention of various disorders.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 258 - Developmental Psychology

General

Academic Level
Undergraduate

Course Title
Developmental Psychology

Description
This course is a theory and research based overview of physical, cognitive, psychosocial dimensions of human development from preconception to death. It includes discussion of universal patterns, cultural differences and individual variations within cultures. PSYC 251 and PSYC 258 may not both be used for credit. Prereq. - PSYC 103. Also available through Online Learning. Approved for the Honors Program. Core: D, SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PSYC 258G - Developmental Psychology

General

Academic Level
Undergraduate

Course Title
Developmental Psychology

Description
This course is a theory and research based overview of physical, cognitive, psychosocial dimensions of human development from preconception to death. It includes discussion of universal patterns, cultural differences and individual variations within cultures. PSYC 251 and PSYC 258 may not both be used for credit. Writing intensive. Prereq. - PSYC 103 and ENGL 101. Also available through Online Learning. Core: D, SSHB, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103 and ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PSYC 265 - Psychology of Sex and Gender

General

Academic Level
Undergraduate

Course Title
Psychology of Sex and Gender

Description
Students explore both human sex (the biological identification as male/female) and gender (the social/personal construct of feminine/masculine) from a psychological perspective. Students investigate the theories and research of biological, psychological, and cultural determinants. The influence of sex and gender is examined in areas of development, aggression, achievement, communication, relationship, employment, and physical and mental health. Prereq. - PSYC 103. Core: SSHB. Approved for the Honors Program. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PSYC103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

PSYC 291 - Special Studies in Psychology

General

Academic Level
Undergraduate

Course Title
Special Studies in Psychology

Description
See Statement on Special Studies. Offered on demand.

Credit Hours

	Credit Hours Max:
1	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

PUBH 100 - Introduction to Healthcare Careers

General

Academic Level
Undergraduate

Course Title
Introduction to Healthcare Careers

Description
This course is an introduction to healthcare for learners entering college level healthcare programs. The fundamentals common to all healthcare occupations are presented. An overview of essential core qualities and behaviors needed to be an effective healthcare professional will also be presented.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PUBH 101 - Introduction to Public Health

General

Academic Level
Undergraduate

Course Title
Introduction to Public Health

Description
This course will provide students with an overview of the population health approach to public health. Students will learn evidence-based public health tools to explain the impact of chronic and non-communicable diseases, communicable diseases, determinants of health, and the environment on the health of populations. Students will examine public health issues and determine how to effectively assess options for interventions to promote health and improve health outcomes. This course includes a review of public health policy, health care systems, and the roles of health professionals. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PUBH 102 - Introduction to Epidemiology

General

Academic Level
Undergraduate

Course Title
Introduction to Epidemiology

Description
The course covers applications of epidemiologic methods and procedures to the study of the distribution and determinants of health and diseases, morbidity, injuries, disability, and mortality in populations. Students will be introduced to epidemiologic methods for the control of conditions such as infectious and chronic diseases, mental disorders, community and environmental health hazards, and unintentional injuries. Other topics include quantitative aspects of epidemiology, for example, data sources, measures of morbidity and mortality, evaluation of association and causality, and study design.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH101

This course is an approved AAS elective
Yes

PUBH 103 - Social and Cultural Perspectives of Health

General

Academic Level
Undergraduate

Course Title
Social and Cultural Perspectives of Health

Description
This course is designed to develop basic literacy regarding social and cultural ideals that influence health status and public health interventions. Students will be introduced to an ecological, multilevel theory of health, to illustrate how health is molded by various health determinants, including biology, individual behavior, social relationships, social stratification, institutions, communities, culture, the physical environment, policies, and globalization. Students will examine the causes and mechanisms in which health disparities occur and which populations are most at risk, leading to a greater understanding of the role of cultural competence in Public Health. Core: D (for Public Health program only)

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH101

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

PUBH 201 - Introduction to Global Health

General

Academic Level
Undergraduate

Course Title
Introduction to Global Health

Description
The course will introduce students to the critical links between global health and social and economic development. Students will have a basic overview of the determinants of health and how health status is measured. Students will review the burden of disease, risk factors, and key measures to address the burden of disease in cost-effective ways. Communicable and non-communicable diseases, as well as environmental, behavioral, and cultural influences, will be discussed. Global partnerships and advances in science to improve outcomes will also be addressed. Prereq.- PUBH102 and 103. Core: D (for Public Health program only). Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH102 and PUBH103

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AAS elective
Yes

PUBH 202 - Public Health Across Life Span

General

Academic Level
Undergraduate

Course Title
Public Health Across Life Span

Description
This course is designed to provide evidence based research of trends and developments in health throughout the life span, dealing with the prenatal period through senescence. The course will examine the health profiles of infants and small children (birth - 14 years), adolescents and young adults (15-24 years), adults (25-64 years), and older adults (65 years and older). This course will be conducted in a seminar format to foster a collaborative learning environment. Prereq.- PUBH102 and 103. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH102 and PUBH103

This course is an approved AAS elective
Yes

PUBH 203 - Public Health Educ Communication

General

Academic Level
Undergraduate

Course Title
Public Health Educ Communication

Description
This course will provide students with a practical approach to understanding and applying principles of health education communication to a range of public health issues. Students will employ these concepts and skills for analyzing and evaluating current public health education communication campaigns. Students will create health education communication campaign products in both written and oral format. This course will be conducted in a seminar format to foster a collaborative learning environment.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH201 and PUBH206

This course is an approved AAS elective
Yes

PUBH 204 - Community Health Practice

General

Academic Level
Undergraduate

Course Title
Community Health Practice

Description
This course is designed to study the theories and principles of public health promotion at the community level. Students will examine the assessment of population health and the planning, implementation and evaluation of health programs in community settings. Students develop and enhance their skills by designing and implementing a health promotion program in the college community. This course will be conducted in a seminar format to foster a collaborative learning environment.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH201 and PUBH206

This course is an approved AAS elective
Yes

PUBH 205 - Public Health Field Experience

General

Academic Level
Undergraduate

Course Title
Public Health Field Experience

Description
This course is designed for Public Health majors as a pre- professional field experience of 75 hours to broaden the student's public health perspectives and provide experience in applying the theory and content learned in their public health coursework. It is expected that the field experience will afford students the opportunity to interact and collaborate with public health professionals and participate in actions that constitute public health. Integral to closing the loop on the learning process is the opportunity for students to reflect on the field experience. Students will meet weekly in a seminar format class focused on sharing, comparing, and contrasting the different infrastructures and approaches they are observing and experiencing at each field location.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH201

This course is an approved AAS elective
Yes

PUBH 206 - Environmental Determinants of Public Health

General

Academic Level
Undergraduate

Course Title
Environmental Determinants of Public Health

Description
This course explores the relationship of human health to the environment - how it affects the physical well-being of communities and what can be done to protect and enhance the public's health. The course focuses on a general survey of the environmental factors that are involved in the transmission of communicable diseases and on the health determinants associated with exposure to chemical and physical materials in our environment.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: PUBH101

This course is an approved AAS elective
Yes

PUBL 101 - Pathways to Publication for the Aspiring Author

General

Academic Level
Undergraduate

Course Title
Pathways to Publication for the Aspiring Author

Description
An introduction to the publishing industry including paths to both traditional and self-publication for aspiring authors. Topics include preparing for publication, acquiring a literary agent and/or editor, the publishing industry at large, networking, and a brief discussion of independent and self-publishing. A completed manuscript or publishable work is helpful, but not required.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

PUBL 102 - Self-Publishing

General

Academic Level
Undergraduate

Course Title
Self-Publishing

Description
This course explores self-publication. Topics include the editing process, including beta readers, interior layouts, cover design, popular publishing platforms such as Amazon's Kindle Direct Publishing, marketing, and social media presence with a strong emphasis on planning and implementing goals for successful publication. A completed manuscript or publishable work is helpful, but not required.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

RADT 102 - Fundamentals of Radiologic Sciences

General

Academic Level
Undergraduate

Course Title
Fundamentals of Radiologic Sciences

Description
Students in the course will learn about the structure of the health care system, attitudes and communications, human diversity, professionalism and ethical behavior, infection control, medical emergencies, and medical terminology. Restricted to Radiography students or those without an RT background planning to enter the Sonography program. Program director's signature required. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

RADT 107 - Clinical Practice I

General

Academic Level
Undergraduate

Course Title
Clinical Practice I

Description
This course provides foundational instruction and clinical experience totaling 224 hours for Radiography students. It begins with three weeks of intensive on-campus training covering equipment operation, patient handling, safety, and radiation protection. Subsequent clinical experience includes introductory rotations in patient transportation, general and mobile imaging, fluoroscopy, emergency, and surgical environments. This course is restricted to Radiography students.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

This course is an approved AAS elective
Yes

RADT 108 - Clinical Practice IB

General

Academic Level
Undergraduate

Course Title
Clinical Practice IB

Description
This course expands upon foundational clinical experience, offering 112 hours of continued rotations in general and mobile imaging, fluoroscopy, emergency, and surgical environments. This course is restricted to Radiography students.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:28

Prerequistes and Corequisites
Prerequisite: C or better in (RADT 102 and RADT 107 and RADT 111)

This course is an approved AAS elective
Yes

RADT 111 - Radiographic Procedures I

General

Academic Level
Undergraduate

Course Title
Radiographic Procedures I

Description
Students will perform radiographic procedures of the respiratory and abdominal systems, upper and lower extremities, shoulder and pelvic girdle using energized radiographic equipment. Images are performed on phantoms. Restricted to Radiography students. Coreq. - RADT 107. Additional course fees: $15.00. Offered fall semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Corequisite: RADT107

This course is an approved AAS elective
Yes

RADT 114 - Introduction to Radiographic Imaging

General

Academic Level
Undergraduate

Course Title
Introduction to Radiographic Imaging

Description
This course provides an introduction to radiographic imaging, exposure and an analysis of the factors that influence radiographic quality including photographic and geometric properties, image receptors and image processing. Restricted to Radiography students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

RADT 117 - Clinical Practice II

General

Academic Level
Undergraduate

Course Title
Clinical Practice II

Description
This course provides intermediate clinical experience for Radiography students. It includes 224 hours of rotations through general and mobile imaging, fluoroscopy, emergency, and surgical environments. This course is restricted to Radiography students.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:16

Prerequistes and Corequisites
Prerequisite: C or better in RADT 108

This course is an approved AAS elective
Yes

RADT 125 - Sectional Anatomy for Medical Imagers

General

Academic Level
Undergraduate

Course Title
Sectional Anatomy for Medical Imagers

Description
Human anatomy in the transverse, longitudinal, and coronal planes with application to sonography and other imaging modalities in radiology. Restricted to Radiography and Sonography students. Runs with DMSG 125.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: BIOS204 Human Anatomy & Physiology I
Corequisite: BIOS254 Human Anatomy & Physiology II

This course is an approved AAS elective
Yes

RADT 147 - Clinical Practice III

General

Academic Level
Undergraduate

Course Title
Clinical Practice III

Description
Building on intermediate clinical skills, this course provides 336 hours of immersive clinical experience for Radiography students. This comprehensive experience includes rotations in general and mobile imaging, fluoroscopy, emergency, surgical environments, and evening shifts, as well as specialty rotations in CT, MRI, IR, and a student-selected rotation. Students also receive one (1) credit hour of classroom instruction in advanced procedures and related topics. Restricted to Radiography students.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:24

Prerequistes and Corequisites
Pre-Req: C or better in (RADT 117 and RADT 210)

This course is an approved AAS elective
Yes

RADT 201 - Advanced Imaging

General

Academic Level
Undergraduate

Course Title
Advanced Imaging

Description
A study of techniques, procedures, and equipment pertaining to advanced imaging in Radiology. Procedures including Interventional Radiology, Cardiac Catheterization, Computed Tomography, MRI, Mammography, GI studies, GU studies, Arthrography, Myelography, Bone Densitometry, Nuclear Medicine, Sonography, and Reproductive System studies will be examined. Restricted to Radiography students. Prereq. - RADT208 with C- or better.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in RADT208

This course is an approved AAS elective
Yes

RADT 205 - Pathology for Radiographers

General

Academic Level
Undergraduate

Course Title
Pathology for Radiographers

Description
A study of the disease process affecting body organs and systems; stressing those areas most commonly encountered and demonstrated in diagnostic radiology. Restricted to Radiography students. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

RADT 207 - Clinical Practice IV

General

Academic Level
Undergraduate

Course Title
Clinical Practice IV

Description
Continuation of Clinical Practice III, developing proficient skills in general and mobile imaging, fluoroscopy, emergency, and surgical environments. This course consists of 336 hours of clinical experience. Restricted to Radiography students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in RADT 147

This course is an approved AAS elective
Yes

RADT 208 - Imaging Equipment and Radiation Production

General

Academic Level
Undergraduate

Course Title
Imaging Equipment and Radiation Production

Description
The course covers the x-ray circuit, permanent installation and mobile x-ray and fluoroscopic/image intensification units, automatic exposure control, conventional tomography, magnification and electronic imaging along with the application of quality standard and quality control principles. The principles of x-ray production, interactions of photons with matter, technique formation, and exposure calculations will be applied through discussion. Restricted to Radiography students. Prereq.- RADT 114 with C- or better. Offered spring semester only.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in RADT114

This course is an approved AAS elective
Yes

RADT 210 - Level II Radiographic Procedure

General

Academic Level
Undergraduate

Course Title
Level II Radiographic Procedure

Description
Systematic study, demonstration and practice of radiographic procedures involving the sacro-iliac joints, vertebral column, bony thorax, skull, portable radiography, trauma radiography and pediatric studies using phantom plus simulated radiography. Restricted to Radiography students. Prereq. - RADT 111 with C- or better. Additional course fees: $15.00. Offered spring semester only.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: C or better in RADT111

This course is an approved AAS elective
Yes

RADT 217 - Clinical Practice V

General

Academic Level
Undergraduate

Course Title
Clinical Practice V

Description
Continuation of Clinical Practice IV with emphasis on completing all required competencies and proficiencies. Mastering skills in general and mobile imaging, fluoroscopy, emergency, surgical environments, and student-selected rotations. This course consists of 336 hours of clinical experience. Restricted to Radiography students.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:24

Prerequistes and Corequisites
Prerequisite: C or better in RADT 207

This course is an approved AAS elective
Yes

RADT 230 - Radiation Biology/Protection

General

Academic Level
Undergraduate

Course Title
Radiation Biology/Protection

Description
Biologic effects of ionizing radiation on human tissues, advanced radiation protection/safety, and federal/state regulations. Restricted to Radiography students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

RADT 242 - Digital Imaging and Analysis

General

Academic Level
Undergraduate

Course Title
Digital Imaging and Analysis

Description
The study of the components, principles and operation of digital imaging systems and the factors that impact image acquisition, display, and retrieval in radiology along with the principles of digital system quality assurance and maintenance. Restricted to Radiography students. Prereq.- RADT 208 with C- or better. Offered fall semester only.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in RADT208

This course is an approved AAS elective
Yes

RADT 250 - Senior Review

General

Academic Level
Undergraduate

Course Title
Senior Review

Description
This course is intended to be a capstone experience in which students analyze, apply, and evaluate the principles, concepts, and the art and science of medical imaging. Restricted to Radiography students. Offered spring semester only.

Credit Hours

	Credit Hours Max:
2	2

Instructor Credit Hours:
2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in (RADT 205 and RADT 230 and RADT 242 and RADT 207)

This course is an approved AAS elective
Yes

RESP 101 - Introduction to Respiratory Care

General

Academic Level
Undergraduate

Course Title
Introduction to Respiratory Care

Description
This course introduces respiratory care students to the fundamental concepts of respiratory care and introduces them to the professional role and practice setting. This includes patient assessment, cardiopulmonary pathophysiology, common treatment modalities, and infection control procedures and practices. Role-related interdisciplinary communication and professionalism will be introduced. This course includes didactic instruction, laboratory skill practice and clinical learning environment. This course includes 120 hours of clinical instruction. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3.2:8.5:0

Prerequistes and Corequisites
Prerequisite: BIOS204
Corequisite: RESP102

This course is an approved AAS elective
Yes

RESP 102 - Respiratory Care Pharmacology

General

Academic Level
Undergraduate

Course Title
Respiratory Care Pharmacology

Description
This course introduces respiratory care students to the study of pharmacological principles in the care and treatment of cardiopulmonary patients across the lifespan. Students will learn the biochemical and physiological effects medications have on body systems and their therapeutic use in treating a variety of cardiopulmonary conditions. Indications, desired effects, side effects and patient education implications will also be covered in the course. Students will be introduced to drug dosage calculations and basic principles and methods of medication administration. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: BIOS204
Corequisite: RESP101

This course is an approved AAS elective
Yes

RESP 103 - Respiratory Care Therapeutic Modalities

General

Academic Level
Undergraduate

Course Title
Respiratory Care Therapeutic Modalities

Description
The focus of this course is to explore advanced concepts in diagnostic and therapeutic respiratory care modalities. This includes arterial blood gas puncture and analysis, bedside spirometry, non-invasive respiratory support, and airway management. This course builds on the core concepts from RESP 101. This course includes didactic instruction, laboratory skill practice and clinical learning environment. This course includes 240 hours of clinical instruction. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:17

Prerequistes and Corequisites
Prerequisite: C or better in RESP 101 and RESP102

This course is an approved AAS elective
Yes

RESP 201 - Cardiopulmonary Disease Processes

General

Academic Level
Undergraduate

Course Title
Cardiopulmonary Disease Processes

Description
In this course, the respiratory care student will learn advanced concepts related to pathophysiology of major respiratory diseases and their current treatment modalities to include ventilation, perfusion, gaseous diffusion, and a review of acid base disorders. Students will learn how to conduct a cardiopulmonary assessment and use assessment data to formulate an individualized respiratory plan of care for patients with cardiopulmonary conditions. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in RESP103
Corequisite: RESP202

This course is an approved AAS elective
Yes

RESP 202 - Mechanical Ventilation

General

Academic Level
Undergraduate

Course Title
Mechanical Ventilation

Description
The mechanical ventilation course provides respiratory care students with a solid foundation for managing patients receiving invasive mechanical ventilation. The content is based on current evidence-based practice and will be presented in a progressive stepwise approach, where students are introduced to fundamental concepts initially with more advanced topics being gradually introduced as the semester progresses. Students will be practicing mechanical ventilation core competencies in the skills lab and applying these competencies in the clinical learning environment. This course includes didactic instruction, laboratory skill practice and clinical learning environment. This course includes 240 hours of clinical instruction. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
6	6

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:2:17

Prerequistes and Corequisites
Prerequisite: C or better in RESP103
Corequisite: RESP201

This course is an approved AAS elective
Yes

RESP 203 - Neonatal and Pediatric Respiratory Care

General

Academic Level
Undergraduate

Course Title
Neonatal and Pediatric Respiratory Care

Description
This course is designed to provide the respiratory student with a foundational knowledge of neonatal and pediatric respiratory care. Students apply theory and safe clinical practice to simulated case studies in the assessment, diagnosis, and treatment of this patient population. Specific cardiopulmonary disease states, and treatment modalities will be emphasized. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: C or better in RESP202
Corerequisite: RESP204

This course is an approved AAS elective
Yes

RESP 204 - Respiratory Care Critical Care

General

Academic Level
Undergraduate

Course Title
Respiratory Care Critical Care

Description
This course presents the respiratory care student with the physiological processes of the cardiovascular patient in a critical care environment. Students will apply a multisystem approach to respiratory care aimed at restoring normal integrated function of the pulmonary, cardiovascular, and renal systems. Students learn the various therapeutic, diagnostic, and monitoring processes used in the critical care setting to improve their clinical decision-making and critical thinking skills. This course includes 240 hours of clinical instruction. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:17

Prerequistes and Corequisites
Prerequisite: C or better in RESP202
Corequisite: RESP203

This course is an approved AAS elective
Yes

RESP 205 - Respiratory Care Practicum

General

Academic Level
Undergraduate

Course Title
Respiratory Care Practicum

Description
This final respiratory care course will prepare students for successful completion of both the Therapist Multiple Choice and Clinical Simulation examination certifying them to practice as a respiratory therapist. The course offers students insights and a comprehensive review of the curriculum as it relates to the national registry exams required at the completion of the program. Students will complete their culminating clinical rotations during this course to refine their clinical skills and assimilate to respiratory care practitioners. This course includes 240 hours of clinical instruction. Restricted to Respiratory Care Students.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:17

Prerequistes and Corequisites
Prerequisite: C or better in RESP204

This course is an approved AAS elective
Yes

SCWK 101 - Introduction to Social Work

General

Academic Level
Undergraduate

Course Title
Introduction to Social Work

Description
Introduction to social work as a profession; knowledge, values, and skills necessary for beginning level professional practice; academic and practice requirements for becoming a social worker; various fields of social work practice and the unique attributes of each; linkages between social work and other human service occupations; human diversity, client empowerment and social justice as common themes. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

SCWK 280 - Human Behavior and the Social Environment

General

Academic Level
Undergraduate

Course Title
Human Behavior and the Social Environment

Description
This course examines human development throughout the life course. The social systems in which human development unfolds will be emphasized in the course as will the manner in which these can impair or foster health, happiness, and optimal adjustment across the lifespan. Development is looked at biologically, psychologically, sociologically and spiritually. Students will be introduced to the idea that aging and how we understand that process is socially influenced. The course will consider problems typical of various age groups and ways social workers can intervene. Social work's ecological perspective, which is concerned with the impact of the social environment, is emphasized.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SCWK101 and SOCA103 and PSYC103 and BIOS 105 and at least 40 credits in process/completed

This course is an approved AAS elective
Yes

SMAT 101 - Foundations of Sports Medicine and Rehabilitation Sciences

General

Academic Level
Undergraduate

Course Title
Foundations of Sports Medicine and Rehabilitation Sciences

Description
This course provides an introduction to sports medicine and rehabilitation sciences. Students will be introduced to the roles of various disciplines within sports medicine and rehabilitation sciences as well as other allied health professions. The course examines the competencies and proficiencies, education requirements, certification requirements, continuing education requirements, and interpersonal skills important to uphold the standards of practice of the various health professions. Restricted to Sports Medicine and Rehabilitation Sciences students

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

Corequisite: ENGL101 English I

This course is an approved AAS elective
Yes

SMAT 202 - Kinesiology: Applied Anatomy

General

Academic Level
Undergraduate

Course Title
Kinesiology: Applied Anatomy

Description
This course is an introduction to the analysis of human movement based on anatomical and mechanical principles. Emphasis is placed on the anatomy and physiology of the muscular, skeletal, and nervous systems and their interaction in human movement and athletic performance. Restricted to Sports Medicine and Rehabilitation Sciences students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BIOS204

This course is an approved AAS elective
Yes

SMAT 230 - Prevention and Management of Injury and Illness

General

Academic Level
Undergraduate

Course Title
Prevention and Management of Injury and Illness

Description
This course provides an introduction to the prevention, evaluation, and treatments of athletic related injuries. Emphasis is placed on learning musculoskeletal anatomy and recognizing the common signs and symptoms of injuries, illnesses, and disorders commonly seen in the physically active population. Restricted to Sports Medicine and Rehabilitation Sciences students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in SMAT101
Pre- or corequisite: BIOS204

This course is an approved AAS elective
Yes

SMAT 240G - Acute Care of Athletic Injuries and Illness

General

Academic Level
Undergraduate

Course Title
Acute Care of Athletic Injuries and Illness

Description
This course focuses on acute management skills of common injuries and illnesses that active individuals commonly incur. This comprehensive course prepares the student to evaluate and stabilize an athlete for a variety of traumatic situations. Students will acquire the skills necessary to respond to the following emergencies: catastrophic injury to the head and neck, cessation of breathing and circulation, shock, heat and cold illnesses, internal injuries, or other life threatening or serious injury. Course includes certification in first aid, CPR for the professional rescuer, and AED use. Restricted to Sports Medicine majors. Prereqs.- SMAT 230, ENGL101.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

This course is an approved AAS elective
Yes

SMAT 245G - Acute Care of Illnesses and Injury

General

Academic Level
Undergraduate

Course Title
Acute Care of Illnesses and Injury

Description
Students will focus on acute management skills of common injuries and illnesses that active individuals commonly incur. This comprehensive course prepares students to evaluate and stabilize an athlete in a variety of emergency situations. Students will acquire the skills necessary to respond to the following emergencies: catastrophic injury to the head and neck, cessation of breathing and circulation, shock, concussion, general medical emergencies, heat and cold illnesses, internal injuries, and other life threatening or serious injury. Course includes certification on first aid, CPR for the professional rescuer and AED use. Restricted to Sport Medicine/Athletic Training students. Restricted to Sports Medicine and Rehabilitation Sciences students. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:10

Prerequistes and Corequisites
Prerequisite: (C or better in SMAT 230) and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

SMAT 260 - Exercise Physiology and Exercise Prescription

General

Academic Level
Undergraduate

Course Title
Exercise Physiology and Exercise Prescription

Description
This course will provide an introduction into concepts of exercise physiology. Students will develop an understanding of the acute physiological and chronic adaptations of the body to exercise. Neuromuscular, metabolic, cardiovascular, hormonal, and respiratory system will be examined. Emphasis will be placed on exercise testing and exercise prescription to prepare students to sit for nationally recognized personal training and health fitness instructor exams. Restricted to Sports Medicine and Rehabilitation Sciences students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: BIOS254

This course is an approved AAS elective
Yes

SMAT 270 - Biomechanics of Human Movement

General

Academic Level
Undergraduate

Course Title
Biomechanics of Human Movement

Description
This course introduces students to basic mechanical principles of physical activity and exercise. The structure, composition, and behavior of basic skeletal and muscular tissue, mechanics of injury, adaptation to load and degenerative changes associated with aging are discussed within the scope of scholarly literature. Restricted to Sport Medicine and Rehabilitation Sciences students.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in SMAT 202) and BIOS 204

This course is an approved AAS elective
Yes

SOCA 102 - Cultural Anthropology

General

Academic Level
Undergraduate

Course Title
Cultural Anthropology

Description
The analysis of human culture as it has evolved to the present, covering theories and methods, cultural universals and variations in such areas as marriage and family, politics, economics, kinship, religion and the arts, with an emphasis on non-Western and non-industrial societies. Also available through Online Learning. Core: CT, D, SIT.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 102G - Cultural Anthropology

General

Academic Level
Undergraduate

Course Title
Cultural Anthropology

Description
The analysis of human culture as it has evolved to the present, covering theories and methods, cultural universals and variations in such areas as marriage and family, politics, economics, kinship, religion and the arts, with an emphasis on non-Western and non-industrial societies. Writing intensive. Prereq. - ENGL 101. Also available through Online Learning. Core: CT, D, SIT, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 103 - Principles of Sociology

General

Academic Level
Undergraduate

Course Title
Principles of Sociology

Description
This course will introduce students to the concepts, methods, major theoretical perspectives and sub-fields of sociology. The goal of this course is to help students think critically about the world around them. Special attention will be given to the real-world application of sociological concepts. Prereq. - Reading and writing competence as determined for ENGL101. Also available through Online Learning. Approved for the Honors Program. Core: SSHB, CT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Reading and writing competence as determined for ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

SOCA 103G - Principles of Sociology

General

Academic Level
Undergraduate

Course Title
Principles of Sociology

Description
This course will introduce students to the concepts, methods, major theoretical perspectives and sub-fields of sociology. The goal of this course is to help students think critically about the world around them. Special attention will be given to the real-world application of sociological concepts. Writing intensive. Prereq. - ENGL 101. Also available through Online Learning. Core: SSHB, CT, D, IL, WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 105 - American Ethnicity

General

Academic Level
Undergraduate

Course Title
American Ethnicity

Description
An exploration of the United States' ethnic diversity from a sociological perspective; history, present, and future of the social construction of race and ethnicity in the US; the impact of institutionalized power on the status of a variety of ethnic groups; contributions made by various ethnicities to the US. Prereq. - SOCA 103. Also available through Online Learning. Core: SIT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 125 - Sociology of Families

General

Academic Level
Undergraduate

Course Title
Sociology of Families

Description
This course is a sociological analysis of the family as a social institution including historical development, contemporary patterns in the United States, and possible future trends. Topics include the definition of family; families and work; love and sex; child-rearing, family violence; divorce and re-marriage; and variations in marriage and family patterns as related to culture, class, race, ethnicity, gender, and sexual orientation. Prereq. - SOCA 103. Also available through Online Learning. Core: SSHB, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 125G - Sociology of Families

General

Academic Level
Undergraduate

Course Title
Sociology of Families

Description
This course is a sociological analysis of the family as a social institution including historical development, contemporary patterns in the United States, and possible future trends. Topics include the definition of family; families and work; love and sex; child-rearing, family violence; divorce and re-marriage; and variations in marriage and family patterns as related to culture, class, race, ethnicity, gender, and sexual orientation. Writing intensive. Prereq. - ENGL101 and SOCA103. Core: SSHB, IL, WI, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103 and ENGL101

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 150 - Deviance

General

Academic Level
Undergraduate

Course Title
Deviance

Description
A study of the varieties of deviant behavior and theoretical perspectives in Western culture, particularly American society. The history and development of these sociological phenomenon are examined in detail. Prereq. - SOCA103. Also available through Online Learning. CORE: CT, D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 160 - Issues in Contemporary Genocide and Mass Violence

General

Academic Level
Undergraduate

Course Title
Issues in Contemporary Genocide and Mass Violence

Description
This course explores the social origins and consequences of genocide in the 20th and 21st centuries. Students will study the theories and definitions of genocide as these are anchored in particular case studies (e.g. Rwanda, Bosnia, Darfur). The course culminates with an examination of ways to stop and prevent genocide as well as various ways to restore justice to victims. Core: SIT, D. Approved for the Honors Program.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Societies & Institutions Over Time (SIT), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

Honors Section Available
Yes

SOCA 204 - Social Problems

General

Academic Level
Undergraduate

Course Title
Social Problems

Description
Current social problems in the United States examined from the major theoretical perspectives in sociology; substance abuse, crime and violence, family problems, ageism, sexism, racism, problems relating to work, education, urbanization, technology, health care, population and the environment. Prereq. – SOCA 103. CORE: D.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SOCA 210 - Sociology of Gender

General

Academic Level
Undergraduate

Course Title
Sociology of Gender

Description
This course is an exploration of the ways in which gender influences social life, institutions, and interactions. Students will also explore the continuing prevalence of gender, socialization, gender inequality, diverse gender experiences, and the influence of gender in major social institutions. Prereq. - SOCA 103. Core, SSHB.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SOCA103

General Education Foundational Course Categories: Intellectual & Practical Skills
Scientific Study of Human Behavior (SSHB)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SPEC 160 - Introduction to Special Education

General

Academic Level
Undergraduate

Course Title
Introduction to Special Education

Description
This course provides an overview of special education and disability perspectives from birth through 21. It addresses philosophical, historical, foundational, legal, and evidence-based aspects concerning the education of students with disabilities and their families. Using the Individuals with Disabilities Education Improvement Act (“IDEIA”) and related federal and state laws as its framework, the course presents students with an overview of various disabilities, the special education process, equitable practices, and multiple evidence based educational approaches and strategies. Field experience observation hours outside of class are required. Students must submit current clearance paperwork to meet Pennsylvania Department of Education requirements. Formerly SPED160

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

SPEC 210G - Behavior Support

General

Academic Level
Undergraduate

Course Title
Behavior Support

Description
This course addresses positive behavior support practices used in diverse educational environments. It considers the purpose of behavior, positive approaches for preventing and replacing behaviors, and addresses special education related requirements and processes relating to discipline. The course addresses multi-tiered systems of support and evidenced-based behavioral interventions. SPEC210G is a designated Writing Intensive course for students in the special education degree major. Formerly SPED 175. Prereq.-SPEC 160 with C or better, ENGL 101.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: (C or better in SPEC160) and ENGL101

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

SPEC 220 - Assessment in Special Education

General

Academic Level
Undergraduate

Course Title
Assessment in Special Education

Description
This course provides opportunities to develop competencies necessary to participate in the special education assessment process. It addresses the role of assessment and assessment data in planning, implementing, and evaluating instruction in a standards aligned system through the lens of equity. Additionally, it provides an opportunity for creating and using a variety of assessment tools and how to use assessment data. All students must submit current clearance paperwork to meet Pennsylvania Department of Education requirements. Prereq.-SPEC 160 with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in SPEC160 Introduction to Special Education

This course is an approved AAS elective
Yes

SPEC 240 - Instructional Strategies for Inclusive Environments

General

Academic Level
Undergraduate

Course Title
Instructional Strategies for Inclusive Environments

Description
This course considers multiple and varied instructional strategies and processes for responding to the diversity of learners in educational environments. It emphasizes the role of universal design for learning (UDL) and equitable practices for educating and including all children. Field Experiences outside of class Required. Students must submit current paperwork to meet Pennsylvania Department of Education requirements. Formerly SPED170. Prereq.-SPEC 160 with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: C or better in SPEC160 Introduction to Special Education

This course is an approved AAS elective
Yes

SPRT 101 - Introduction to Sport Management

General

Academic Level
Undergraduate

Course Title
Introduction to Sport Management

Description
Effective sport management strategies and the wide variety of sport-related careers; definitions and directions of sport management, careers and options in sport management, and sport sociology, psychology, philosophy, and the modern history of both sport and management. Also available through Online Learning.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

SPRT 152G - Sports In Society

General

Academic Level
Undergraduate

Course Title
Sports In Society

Description
Social processes that explain the pervasiveness and appeal of sport primarily in American culture; effects of sport on behavior and lifestyles of active and passive participants; investigation of historical developments and assessment of interrelationships among sport, culture, and major social institutions such as family, business, education, politics and religion. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

SPRT 162 - Facility Management and Event Planning

General

Academic Level
Undergraduate

Course Title
Facility Management and Event Planning

Description
An overview of facility management and event planning in the sport environment; an introduction to management theory and practice in relation to sport venues and the organization and planning of a sport industry-related event. Facility development, facility systems and operations, facility administration and event and activity management will be the focus.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SPRT101 Introduction to Sport Management

This course is an approved AAS elective
Yes

SPRT 220 - Sport Marketing

General

Academic Level
Undergraduate

Course Title
Sport Marketing

Description
This course explores the marketing process relative to sport management in collegiate, recreational, commercial, and professional environments. Included in this course are market research techniques, pricing, promotional developments and strategies, identifying target markets, and advertising.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SPRT101 Introduction to Sport Management

This course is an approved AAS elective
Yes

SPRT 225 - Sport Sales and Revenue Production

General

Academic Level
Undergraduate

Course Title
Sport Sales and Revenue Production

Description
This course will focus on providing an overview of sales management in the sport industry by examining real world techniques, strategies, and issues that play out in sport organizations around the world. Students will learn how to meet the needs of consumers and understand how the foundation of success for any sport team/entertainment facility is sales and revenue generation. Areas to be addressed are ticketing and promotion management, the impact of social and digital media, sponsorships, corporate and non-profit partnerships, ethics, and sales as a pathway into a career in sport management.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: SPRT101 Introduction to Sport Management

This course is an approved AAS elective
Yes

SPRT 250 - Sport Management Practicum

General

Academic Level
Undergraduate

Course Title
Sport Management Practicum

Description
This course is a supervised learning experience with an approved sport management service agency, organization or institution. The practicum allows the student to develop and mature through exposure to, and practical experience with, a variety of tasks under guidance of trained, established leaders in the field with a minimum of 225 contact hours. In addition, a variety of practicum sites will afford the students the opportunity to observe and experience firsthand many different aspects of their chosen field and may influence a career choice or career enhancement for the student.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
0

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1.5:0:16

Prerequistes and Corequisites
Prerequisite: SPRT101 Introduction to Sport Management and SPRT162 Facility Mgmt & Event Planning and SPRT220 Sport Marketing and SPRT225 Sport Sales & Revenue Production

This course is an approved AAS elective
Yes

THEA 102 - Theatre History I

General

Academic Level
Undergraduate

Course Title
Theatre History I

Description
Students examine primary aspects of theatrical performance from the time of the ancient Greeks through the 19th century, including theatre traditions of the Global Majority. Students trace the development of theatre architecture, theatrical design concepts, theatre technology, acting styles, and playwriting.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D), Societies & Institutions Over Time (SIT)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 110 - Introduction to the Theatre Production/Technology

General

Academic Level
Undergraduate

Course Title
Introduction to the Theatre Production/Technology

Description
Students learn about, and perform, work on theatrical productions. This course is an introduction to the basic elements of theatre. The course will examine major trends in theatre history and will focus on the plays in the Theatre Program Season in their historical context in order to better understand the origins and development of theatre as an art form. From this historical and analytical approach, the student will come to appreciate the theatre as a distinctive expression of human experience. Topics covered include: acting/auditioning, dramaturgy/literary management, artistic management, stage management, playwriting, designers and their functions, stage crew work, and front-of-house work. Simple drafting projects and the ability to read floor plans and stage elevations are stressed. Theatre Majors are required to register for THEA190: A one-credit lab for theatre majors that complements lectures and demonstrations on the technical components of theatre productions in the Theatre Program Season. Core: AH.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
THEA190 Stage Production is a co-requisite for Theatre Majors, optional for non-majors.

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 111 - Acting I

General

Academic Level
Undergraduate

Course Title
Acting I

Description
Exploring the acting process, emphasis is on basic acting lessons, development of acting potential and discipline, gaining strength as a truthful actor on one's own and in rehearsal. Core AH. Formerly CMTH 111.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 115 - Technical Theatre and Design

General

Academic Level
Undergraduate

Course Title
Technical Theatre and Design

Description
This class is an introduction to the principles of design and technology for the stage and provides foundation for further study of the individual aspects of theatrical design. It includes theatre production, research methods for stage design, and technical skills. Topics stressed include principles and elements of design, collaborative problem solving processes, the importance of research and organization, visual and oral presentations and critical evaluations of productions. Core: AH. Formerly CMTH 115

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 117 - Stagecraft

General

Academic Level
Undergraduate

Course Title
Stagecraft

Description
This class teaches the non-performance side of theatre with an emphasis on theatrical scenic construction, stage electrics and production skills. It includes preparation for, and execution of, major college productions and college events as well as working with the production staff. Restricted to Theatre and Media Production Majors.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: THEA110 Intro. to the Theatre Prod./Tech. and THEA190 Stage Production and THEA212 Acting II

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 127 - Movement for the Actor

General

Academic Level
Undergraduate

Course Title
Movement for the Actor

Description
Actors learn the art and language of images, imagination, physical creativity, and physical comedy. The student will learn to keep the body well-tuned, as well as learning how to create physical characterization. International and diverse techniques that will be explored: Jacques Lecoq, Keith Johnstone, Vsevelod Meyerhold, Tadashi Suzuki, Viewpoints, Jerzy Grotowski, Eugenio Barba, Jacques Copeau, Adolphe Appia, Edward Gordan Craig, neutral/character mask work, stage combat, clown/circus skills, improvisation, and embodied storytelling.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: THEA110 Intro. to the Theatre Prod./Tech. and THEA111 Acting I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 128 - Voice and Speech for Performance

General

Academic Level
Undergraduate

Course Title
Voice and Speech for Performance

Description
This course will focus on positive conditioning and heightened perception of the entire body as the actor's vocal instrument. Students study voice production employing exercises in relaxation, breathing, and resonation designed to liberate the individual's optimum natural voice. Exercises include projection in a variety of performance spaces and some text presentation, including voice-over work. The class takes an enlightening approach to learning the sounds of Standard American speech for clear articulation, without emphasis on "correct" speech. Students become fluent in their use of the International Phonetic Alphabet as a means of "training the ear" in preparation for dialects. Developing a clear understanding of the mechanics of strong, effective voice and speech for the stage using the international diverse methods of Catherine Fitzmaurice, Patsy Rodenburg, Kristin Linklater, Arthur Lessac, Cicely Berry, Tadashi Suzuki, and Viewpoint techniques, which will be applied to classical texts with strong emphasis on Shakespeare. Students develop an awareness of the devices of language and poetry necessary for speaking verse, followed by beginning dialect work.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: THEA110 Intro. to the Theatre Prod./Tech. and THEA111 Acting I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 189 - Stage, Voice and Movement

General

Academic Level
Undergraduate

Course Title
Stage, Voice and Movement

Description
Study and practice in natural voice work, movement as destination, and physical commitment to character intentions. May be taken two times for credit. Prereq. - THEA 111. Core: AH. Formerly CMTH 189.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
2

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites
Prerequisite: THEA111

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 190 - Stage Production

General

Academic Level
Undergraduate

Course Title
Stage Production

Description
Study and practice in stage production work relating to design, construction, implementation and organization in the area of scenery, lighting, sound, properties, costumes and stage management. Course may be taken two times for credit. Core: AH. Formerly CMTH 190.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
Yes

Maximum Attempts :
2

Repeat Maximum Credits:
2

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites
Pre- or corequisite: THEA110 Intro. to the Theatre Prod./Tech.

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 202 - Theatre History II

General

Academic Level
Undergraduate

Course Title
Theatre History II

Description
Students examine primary aspects of theatrical performance from the 19th century to the present day, including theatre traditions of the Global Majority. Students trace the development of theatre architecture, theatrical design concepts, theatre technology, acting styles, and playwriting.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 206 - Directing

General

Academic Level
Undergraduate

Course Title
Directing

Description
This course covers the history and practice of directing - concepts, theories and application. Students will learn key ideas, practice elements such as blocking, stage pictures, and director's concepts and, by the end of the semester, fully direct and produce a 10 minute play on stage. Prereq. - THEA110 or THEA111. Core: AH. Formerly CMTH 206.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: THEA110 Intro. to the Theatre Prod./Tech. or THEA111 Acting I

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 209G - Plays: Live Theatre Experience

General

Academic Level
Undergraduate

Course Title
Plays: Live Theatre Experience

Description
Students witness theatre productions through reading the plays and watching the productions live at NCC and/or other theatres/virtual media. Through lectures, discussions, and written assignments, the course examines the appeal and ingredients of live theatrical presentations and the script that it uses. Focus will be on plays and musicals in the NCC Theatre Season and will include, but are not limited to classical and contemporary plays from the global majority, musicals, cabarets, theatre for young audiences, immersive theatre, devised theatre, new works, and works written and directed by students. Additional Course Fee.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL101 English I

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 211G - Plays: Classical to Contemporary

General

Academic Level
Undergraduate

Course Title
Plays: Classical to Contemporary

Description
This course introduces students to the analysis of plays as literary text that shapes both performance and an understanding of culture and the human experience. Plays from Classical Greece to contemporary Theatre of Diversity will be covered along with the comments of playwrights, directors, actors and critics. Students will analyze drama from psychological, historical, philosophical, structural and dramatic perspectives. Students may not receive credit for both THEA 211G and ENGL 211G. Formerly CMTH 211G.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: ENGL151 English II

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH), Diversity and Global Awareness (D)

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 212 - Acting II

General

Academic Level
Undergraduate

Course Title
Acting II

Description
Continuing to explore the acting process through scene study, audition preparation, comedy adaptations, psychological gesture work, and animal improvisations. Core: AH. Formerly CMTH 212.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: THEA111 Acting I

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 214 - Musical Theatre

General

Academic Level
Undergraduate

Course Title
Musical Theatre

Description
Although it has roots in Global Majority theatre, opera, and operetta traditions, musical theatre is one of the inherently American art forms. In this course, we will explore some of the major creative game-changers and their most innovative works. Students identify appropriate audition material and analyze solo, duet, and group dance numbers. The class focuses on understanding all aspects of the performer: singing, acting, and dancing. Students deconstruct the history and cultural significance of musical theatre, especially through textual analysis.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: THEA110 Intro. to the Theatre Prod./Tech. and THEA190 Stage Production and THEA212 Acting II

General Education Foundational Course Categories: Intellectual & Practical Skills
Diversity and Global Awareness (D)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 218 - Theatre Portfolio

General

Academic Level
Undergraduate

Course Title
Theatre Portfolio

Description
This course is tailored for theatre majors. Students will prepare transfer and internship applications, showcase and audition packages, and create a resume and professional headshot. They will perform a showcase piece as a required part of the course. Core: AH. Formerly CMTH 218.

Credit Hours

	Credit Hours Max:
1	1

Instructor Credit Hours:
3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:1:0

Prerequistes and Corequisites
Prerequisite: THEA111 Acting I

General Education Foundational Course Categories: Intellectual & Practical Skills
Arts & Humanities (AH)

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

THEA 286 - Theatre Internship

General

Academic Level
Undergraduate

Course Title
Theatre Internship

Description
Students participate in supervised practical experience within the field of theatre. Students must complete a minimum of 120 hours in a professional work setting. Internships can be, but are not limited to, the Bill Mutimer Summer Theatre, Pennsylvania Playhouse, Shadowland Stages, Farm Arts Collective, and Forestburgh Playhouse. A specific proposal by the student must be approved by the Theatre Program.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
0

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:11

Prerequistes and Corequisites
Prerequisite: (C or better in THEA110 Intro. to the Theatre Prod./Tech.) or permission of the instructor

This course is an approved AA/AS elective
Yes

This course is an approved AAS elective
Yes

VETC 101 - Veterinary Anatomy and Physiology

General

Academic Level
Undergraduate

Course Title
Veterinary Anatomy and Physiology

Description
Introduction to biochemistry, cell biology and histology, survey of the structure and function of domestic animals using a systems approach; physiology of domestic animals will be handled primarily in the lecture, while the anatomy will be discussed in the laboratory with the dissection of the cat as the primary tool. Prereq. - grade of B or better in high school biology within 5 years or BIOS 107.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: (B or better in high school biology within 5 years) or BIOS107

This course is an approved AAS elective
Yes

VETC 105 - Veterinary Terminology and Communications

General

Academic Level
Undergraduate

Course Title
Veterinary Terminology and Communications

Description
This course will provide students with a basic foundation in the language of veterinary medical terminology used in veterinary medicine. Focus will be placed on the major components (prefixes, suffixes, root words, and combining forms) of medical terms and common abbreviations used in medical records. Students will learn the definitions of veterinary medical terminology, be able to interpret the meaning, build a working vocabulary of veterinary terms, and effectively and professionally communicate these terms to the client in multiple formats: written, oral, non-verbal and electronic. Restricted to Veterinary Technician students.

Credit Hours

	Credit Hours Max:
1	1

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:0:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

VETC 110 - Introduction to Veterinarian Technology

General

Academic Level
Undergraduate

Course Title
Introduction to Veterinarian Technology

Description
An introduction to the vocation of veterinary technology; orientation to professional organizations, practice management skills, client relations, ethics, legal and occupational issues. The role of the veterinary technician/ veterinary nurse in veterinary medicine, research, industry and private practice will be explored. Students preparing for entry into a new career should learn about their selected profession in a global, holistic fashion. This course is designed to provide the student with a broad overview of the vocation of veterinary technology/ veterinary nursing. The student will be able to build a sense of professionalism and have the opportunity to become involved in relevant professional activities and organizations that may serve to shape their future. In addition, this course will explore some of the current issues facing veterinary technicians involving ethics, occupational issues and hazards, and general veterinary practice management topics. Students should begin to explore their employment options during this course. Restricted to Veterinary Technician students.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Pre- or corequisite: C or better in VETC105

This course is an approved AAS elective
Yes

VETC 115 - Animal Management and Nutrition

General

Academic Level
Undergraduate

Course Title
Animal Management and Nutrition

Description
Management of domestic species; animal husbandry, reproduction, restraint, behavior, breed identification and preventative medicine; nutrition and feeding; animal management and feeding in an economic context. Prereq. - admission into Veterinary Technician program.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:0:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program.

This course is an approved AAS elective
Yes

VETC 120 - Veterinary Parasitology

General

Academic Level
Undergraduate

Course Title
Veterinary Parasitology

Description
Clinically significant internal and external parasites of domestic animals; mites, lice, ticks, fleas, flies, nematodes, cestodes, trematodes and protozoans; parasite life cycles, host infection and pathology; prevention and treatment of parasitic infections; diagnosis via sample collection, preparation and microscopic evaluation during the lab section. Prereq. - admission into Veterinary Technician program. Additional course fees: $15.00.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:3:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program

This course is an approved AAS elective
Yes

VETC 125 - Veterinary Clinical Lab Techniques

General

Academic Level
Undergraduate

Course Title
Veterinary Clinical Lab Techniques

Description
Laboratory evaluation of various diagnostic samples including blood, urine and cytologic specimens; hematology, serum chemistry, serology, urine analysis and cytology as applied to veterinary medicine; laboratory work focusing upon lab technique and manual processing of samples; lecture focusing upon the indication for and interpretation of clinical pathology indices associated with disease states and immunologic function. Prereq. - admission into Veterinary Technician program and CHEM 135. Additional course fees: $15.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and CHEM135

This course is an approved AAS elective
Yes

VETC 210 - Large Animal Clinical Procedures

General

Academic Level
Undergraduate

Course Title
Large Animal Clinical Procedures

Description
Eight-week laboratory course conducted at the Vet Tech barn/animal facility, designed to provide students with hands-on experience in large animal clinical procedures; restraint, physical examination, venipuncture, administration of medications via various routes, wound treatment, bandaging, sample collection, radiology and general husbandry procedures; species include cow, horse, sheep and goat. Attendance is mandatory. Prereq. - all the following: 1) admission into Veterinary Technician program, 2) proof of vaccination: rabies and tetanus, 3) proof of health insurance, 4) VETC 101, 110 and 115, all with C or better. Additional course fees: $85.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:3:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and proof of vaccination for rabies & tetanus and proof of health insurance and C or better in VETC101 and VETC110 and VETC115

This course is an approved AAS elective
Yes

VETC 215G - Animal Disease

General

Academic Level
Undergraduate

Course Title
Animal Disease

Description
Provides students with a broad-based understanding of animal medicine and disease; pathogens, host pathology, diagnosis, treatment and prevention for large and small animal species; provides the necessary context in which to understand the "why" of doing diagnostic and therapeutic procedures. Principles of disease in large and small animal species; clinical symptomology, diagnosis, therapy, epidemiology, prevention of common diseases; toxicology, zoonotic diseases and medical emergencies; course organized around body systems and associated pathologic conditions. Writing intensive. Prereq.- all of the following: 1) admission into Veterinary Technician program, 2) VETC 101, 110 and 125, all with C or better, 3) ENGL 151. Core: WI.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and (C or better in VETC101 and VETC110 and VETC125) and ENGL151

General Education Foundational Course Categories: Knowledge of Arts, Cultures and the Natural World
Writing Intensive (WI)

This course is an approved AAS elective
Yes

VETC 218 - Veterinarian Pharmacology and Anesthesia

General

Academic Level
Undergraduate

Course Title
Veterinarian Pharmacology and Anesthesia

Description
Veterinary technicians will spend a significant portion of their time in both the veterinary pharmacy dispensing medication and in surgery serving as assistants and anesthetists. Students receive the theory of basic pharmacology and anesthesiology in this course and receive hands-on experience in a subsequent course. Theory and application of pharmacology and anesthesiology; pharmacologic principles including: drug administration, distribution, excretion and individual variability; drug side-effects, dosing and general pharmacologic calculations; pre-anesthesia patient assessment, pre-anesthetic drugs, induction, maintenance and post-operative patient monitoring; students work with various types of anesthetic equipment, operate anesthesia machines, EKG unit and a pulse oximeter. Prereq. - all the following: 1) admission into Veterinary Technician program, 2) CHEM 135, 3) VETC 101, 110, and 125, all with C or better.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:0:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and CHEM135 and C or better in VETC101 and VETC110 and VETC125

This course is an approved AAS elective
Yes

VETC 220 - Small Animal Clinical Procedures

General

Academic Level
Undergraduate

Course Title
Small Animal Clinical Procedures

Description
Provides students with hands-on experience conducting diagnostic and therapeutic procedures with small animals; students entering the job market must be able to easily make the transition from academic institution to the workplace; essentials in animal restraint and basic procedures; some basic specialty examinations. Laboratory course geared toward a variety of clinically relevant diagnostic and therapeutic procedures with small animal species; restraint, physical examination procedures, venipuncture, administration of medications, sample collection and general first aid and emergency care; students develop their technical skills in a veterinary setting. Attendance is mandatory. Prereq. - all the following: 1) admission into Veterinary Technician program, 2) proof of vaccination: rabies and tetanus, 3) proof of health insurance, 4) VETC 101, 110 and 125, all with C or better.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:4:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and proof of vaccination for rabies & tetanus and proof of health insurance and C or better in VETC101 and VETC110 and VETC115

This course is an approved AAS elective
Yes

VETC 223 - Veterinary Radiology

General

Academic Level
Undergraduate

Course Title
Veterinary Radiology

Description
This course is designed to develop technical competence in diagnostic radiology. The principles learned in previous courses will be applied in a veterinary setting using live animal patients. There will be an overview of the basic principles of radiology: theory of x-ray production, use and maintenance of radiographic/ imaging equipment including digital dental radiography, radiation control and safety, restraint and positioning of small animals, and the development of diagnostic radiographs. In addition, students will be troubleshooting/evaluating radiographic quality. Record keeping and safety issues will be discussed. Restricted to Veterinary Technician students; show proof of vaccination: rabies and tetanus and proof of health insurance.

Credit Hours

	Credit Hours Max:
1.5	1.5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:1.5:0

Prerequistes and Corequisites
Prerequisite: C or better in VETC218 and VETC 220
Corequisite: VETC225

This course is an approved AAS elective
Yes

VETC 225 - Veterinary Surgical Nursing and Anesthesia

General

Academic Level
Undergraduate

Course Title
Veterinary Surgical Nursing and Anesthesia

Description
This course is designed for students to develop technical competence in surgical procedures, surgical assisting, anesthesia, and radiology. The principles learned in previous courses will be applied in a veterinary setting using live animal patients. Record keeping and safety issues will be discussed. The general principles of surgical assisting including aseptic technique, operating room protocol, surgical instrumentation, surgical preparation, and sterile techniques will be discussed and practiced. Pre, intra- and post-operative anesthetic nursing and pain assessment and management will be learned; students will perform anesthesia on small animals and will perform prophylactic dental procedures. This course will also include the use of digital dental radiography, development of diagnostic radiographs, patient positioning, and evaluation of radiographic quality. Restricted to Veterinary Technician students; show proof of vaccination: rabies and tetanus and proof of health insurance.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: C or better in VETC218 and VETC220
Corequisite: VETC223

This course is an approved AAS elective
Yes

VETC 228 - Lab Animal Science and Exotics

General

Academic Level
Undergraduate

Course Title
Lab Animal Science and Exotics

Description
Due to the variety of job placement options, students must be prepared to work with laboratory animal and exotic species. Course provides foundation in lab animal medicine and disease; use and care of laboratory and research animals; laboratory animal biology, science and management; anatomy and physiology, nutrition, breeding, husbandry, sanitation, behavior, handling, nursing, euthanasia and necropsy; animal welfare regulations and ethics issues. Lecture, discussion, and laboratory sessions to provide hands-on experience with venipuncture, injections, gavage and necropsy; species include rats, mice, guinea pigs, rabbits and reptiles; exotic animal portion includes restraint, examination, medicine and disease and husbandry; species of exotics will vary with availability. Attendance is mandatory. Prereq. - all the following: 1) admission into Veterinary Technician program, 2) proof of health insurance, 3) proof of vaccination: rabies and tetanus, 4) VETC 101 and 115, both with C or better. Additional course fees: $15.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
3:3:0

Prerequistes and Corequisites
Prerequisite: Admission into Veterinary Technician program and proof of vaccination for rabies & tetanus and proof of health insurance and C or better in VETC101 and VETC115

This course is an approved AAS elective
Yes

VETC 230 - Veterinary Technician Externship

General

Academic Level
Undergraduate

Course Title
Veterinary Technician Externship

Description
Ten-week practicum conducted off campus at two designated (veterinary) community sites. This capstone experience is aimed at providing students the opportunity to integrate the academic knowledge, critical thinking and technical skills developed during the program and directly apply and refine them in a work setting. It will also serve as an opportunity to explore career options. Students must extern for a total of 240 hours during the 10 week summer term. Students must perform 120 hours at each of two sites. Externs must provide proof of vaccination (rabies, tetanus) and current health insurance. Students are responsible for transportation and any required housing arrangements. The college will be responsible for monitoring radiation exposure of externs. This course is graded Pass/Fail. Prereq. - successful completion of all veterinary technology courses with a grade of C or better. Additional course fees: $70.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
0:0:0

Prerequistes and Corequisites
Prerequisite: C or better in all veterinary technology courses

This course is an approved AAS elective
Yes

WELD 105 - Introduction to Welding Processes

General

Academic Level
Undergraduate

Course Title
Introduction to Welding Processes

Description
This course covers the technical concepts, various techniques, defect analysis, and safety practices in welding. Hands-on experience using shielded metal arc welding (SMAW) in all positions and cutting steel using oxy-fuel cutting apparatus. Technical concepts include code information pertinent to welder certification per ANSI/AWS D1.1 (Structural Welding-Steel).

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites

This course is an approved AAS elective
Yes

WELD 110 - Introduction to Pipe Welding Processes

General

Academic Level
Undergraduate

Course Title
Introduction to Pipe Welding Processes

Description
An introduction to the pipe welding process using Shielded Metal Arc Welding (SMAW) in the 2G, 5G, & 6G positions of grooved joints on pipe with and/or without the use of backup material on steel. The emphasis on defect prevention, weld analysis, techniques, problem solving, and code information pertinent to certification will be stressed throughout the course. Pre- or coreq.- WELD123. Additional course fees $150.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:5:0

Prerequistes and Corequisites
Pre- or corequisite: WELD123

This course is an approved AAS elective
Yes

WELD 123 - Advanced Plate Welding Processes

General

Academic Level
Undergraduate

Course Title
Advanced Plate Welding Processes

Description
Skill development in Shielded Metal Arc Welding (SMAW) using all position grooved joints on plate with and without the use of backup material on steel; emphasis on defect prevention, weld analysis techniques, problem solving, skill development and code information pertinent to certification. Formerly WELD 823. Prereq. - WELD 105.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: WELD105

This course is an approved AAS elective
Yes

WELD 125 - GTAW and Semiautomatic Welding Processes

General

Academic Level
Undergraduate

Course Title
GTAW and Semiautomatic Welding Processes

Description
This course covers the advanced technical information and experience in Gas Tungsten Arc Welding (GTAW), Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), Submerged Arc Welding (SAW) and cutting processes using standard and programmable equipment, along with Torch Brazing (TB), problem solving; defect analysis; trouble shooting equipment. Prereq. - WELD105. Additional course fees $150.00.

Credit Hours

	Credit Hours Max:
5	5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:6:0

Prerequistes and Corequisites
Prerequisite: WELD105

This course is an approved AAS elective
Yes

WELD 135 - Welding Fabrication and Symbols

General

Academic Level
Undergraduate

Course Title
Welding Fabrication and Symbols

Description
This course covers reading welding and structural drawings which includes interpreting weld symbols on welding details. Students will also develop fabrication skills including basic layout, measuring, and utilization of various welding processes. Pre- or coreq. - WELD105. Additional course fees $50.00.

Credit Hours

	Credit Hours Max:
2	2

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:2:0

Prerequistes and Corequisites
Pre- or corequisite: WELD105

This course is an approved AAS elective
Yes

WELD 205 - Advance Gas Tungsten and Semiautomatic Welding Processes

General

Academic Level
Undergraduate

Course Title
Advance Gas Tungsten and Semiautomatic Welding Processes

Description
This course introduces the student to the advanced pipe welding processes on steel pipe and nonferrous materials, using Gas Metal Arc Welding (GMAW) and Gas Tungsten Arc Welding (GTAW) for grooved pipe joints in the 2G, 5G, & 6G positions. The emphasis is on defect prevention, weld analysis, techniques, problem solving, and code information pertinent to certification. Prereq. - WELD110 and 125. Additional course fees $150.00.

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: WELD110 and WELD125

This course is an approved AAS elective
Yes

WELD 224 - Pipe Welding Processes II

General

Academic Level
Undergraduate

Course Title
Pipe Welding Processes II

Description
This course is designed to develop advanced pipe welding skills using Shielded Metal Arc Welding (SMAW) in the 2G, 5G, & 6G positions of grooved joints on steel pipe. The emphasis is on defect prevention, weld analysis, advance techniques, problem solving, and code information pertinent to certification. Interpreting common piping drawings and prints and determining the required components for piping systems are covered. Prereq. - WELD110. Additional course fees: $150.00.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
1:4:0

Prerequistes and Corequisites
Prerequisite: WELD110

This course is an approved AAS elective
Yes

WELD 230 - Welding and Structural BlueprintReading

General

Academic Level
Undergraduate

Course Title
Welding and Structural BlueprintReading

Description
This course introduces the process of interpreting and communicating information found on welding, structural, and construction drawings. In addition, the course covers the design and fabrication of welded and bolted column and beam connections with consideration to the axial, shear, and torsional loads in structural elements.

Credit Hours

	Credit Hours Max:
4	4

Instructor Credit Hours:
5

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: WELD123 Advanced Plate Welding Processes and WELD125 GTAW and Semiautomatic Welding Processes

This course is an approved AAS elective
Yes

WELD 235 - Welding Inspection

General

Academic Level
Undergraduate

Course Title
Welding Inspection

Description
This course introduces the student to the duties and responsibilities of a welding inspector, quality assurance/quality control of welds, and use of welding cods in the inspection process. The course also covers various destructive and nondestructive testing used to validate the integrity of welds. Prereq. - MATH103, WELD205; Pre-or coreq. - WELD255G. Additional course fees $70.00

Credit Hours

	Credit Hours Max:
4	4

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:4:0

Prerequistes and Corequisites
Prerequisite: MATH103 and WELD205
Pre- or corequisite: WELD255

This course is an approved AAS elective
Yes

WELD 245 - Robotic Welding and Cutting Automation

General

Academic Level
Undergraduate

Course Title
Robotic Welding and Cutting Automation

Description
This course covers the technical concepts, various techniques, and safety practices in the use and operation of plasma arc cutting equipment, both hand and CNC. The fundamentals of CNC (Computer Numerical Control) programming language structure and operation, editing procedures, and program commands and functions are covered as well as other cutting technology. This course will also cover welding robotic safety, programming of robot. and creation of weld schedules.

Credit Hours

	Credit Hours Max:
3	3

Instructor Credit Hours:
3.33

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: CISC 101 and MATH 103 and WELD 123

This course is an approved AAS elective
Yes

WELD 255 - Introduction to Metallurgy

General

Academic Level
Undergraduate

Course Title
Introduction to Metallurgy

Description
This course covers the study of the physical, chemical and mechanical properties of ferrous and non-ferrous metals. Specific topics include mechanical testing, welding metallurgy, heat treatment, and nondestructive examination. The laboratory component of the course covers standard methods for determining the properties of common materials. This course also introduces the standards for interpreting, analyzing, and documenting research and experimental data within engineering and technical communities.

Credit Hours

	Credit Hours Max:
3	3

Contact Hours

Contact Hours Value:
0

Repeatable for Additional Credit:
No

Maximum Attempts :
0

Repeat Maximum Credits:
0

Lecture/Lab/Other Ratio
2:2:0

Prerequistes and Corequisites
Prerequisite: ENGL151 and MATH103 and PHYS152 and WELD205

This course is an approved AAS elective
Yes