

Course Descriptions

ACC 111 - Accounting I

3 credits/3 contact hours

The course will focus on the basic financial accounting model step by-step, from the fundamental accounting equation through the accounting cycle. The course will explore bookkeeping techniques and practices, as well as covering the basic understanding of accounting practices and procedures. Prerequisite: C or better in MAT 092 or appropriate Math Placement Exam score.

ACC 112 - Accounting II

3 credits/3 contact hours

This course will be a continuation of ACC 111. Special journals, payroll systems, internal control and cash transactions, accounts receivable and accounts payable are a few of the topics to be covered. This course will expand partnership accounting as well as corporate accounting. Prerequisite: ACC 111

ACC 150 - Income Tax Accounting

3 credits/3 contact hours

An introduction to federal taxation of the income of individuals. Tax laws are examined by means of illustrative examples and problems. Prerequisite: ACC 111

ACC 151 - Accounting Software Applications

3 credits/3 contact hours

A hands-on introduction to accounting software; topics include payroll, inventory, accounts payable, accounts receivable, job cost and point-of-sale applications. Popular software packages in the areas of tax, audit and financial statement preparation are used. Prerequisite: ACC 112

ACC 201 - Intermediate Accounting I

3 credits/3 contact hours

A comprehensive review of financial accounting principles, concepts, and procedures. Accounting theory is emphasized in the analysis of alternatives, treatments, and procedures. Specific areas stressed are recognition of income and expense and disclosing current and future values. Prerequisite: ACC 112

ACC 202 - Intermediate Accounting II

3 credits/3 contact hours

A continuation of the principles, concepts, and procedures introduced in Intermediate Accounting I. Specific topics include valuation alternatives, depreciation, market values, leases, the time value of money, and stockholder's equity. Prerequisite: ACC 201

ACC 203 - Cost Accounting

3 credits/3 contact hours

The purpose of this class is to provide a broad background in cost accounting techniques that can be used as a basis for working as an accountant within a business. Cost accounting is the part of an organization's accounting system that accumulates costs and other accounting data for decision-making. The decision-making can be within or outside the organization. Prerequisite: ACC 112

ACC 204 - Managerial Accounting

3 credits/3 contact hours

The skills you will develop in this class are applicable not only to business settings but to any setting in which making good decisions is important. This course is an introduction to the concepts and practices underlying firms' internal management information systems. The course emphasizes a user perspective and focuses on the use of internal accounting information in decision making, planning and organizational control. Students will understand basic terminology and methods of management accounting and understand the concepts underlying current practices in management accounting. Prerequisite: ACC 112 (or may be taken concurrently)

ACC 205 - Governmental Accounting

3 credits/3 contact hours

An introduction to the fund-based theory and practice of accounting as applied to governmental entities and not-for-profit organizations. Various techniques are used to study fund accounting concepts; these may include the use of problem sets, case studies, computer applications, and other materials. Prerequisite: ACC 112

ACC 290 - Accounting Internship

3 credits/7 contact hours

Students seeking a career in accounting, or those seeking to expand their individual skill base, can apply specific competencies in a real world environment. Skills learned in the core courses will be applied while performing fieldwork and seminar hours. The work experience must be approved in advance and a learning contract is established with the student, advisor, and the workplace supervisor. Prerequisite: Completion of core courses

ALH 101 - Dynamics of Health Care

3 credits/3 contact hours

This course is an overview of the rapidly changing United States health care system and its relationship with individuals, providers, insurers and society. A historical overview will lead to an exploration of how the health care system is being shaped by economic, legal, and political factors. Moral and ethical considerations will be examined at all levels.

ANT 102 - Cultural Anthropology

3 credits/3 contact hours

This course introduces students to the central topics, concepts and methods of socio-cultural anthropology, which can be broadly defined as the study of human cultures and societies. Students will examine, practicing cultural relativism, such topics as ritual, language, religion, gender, human rights, and social relations as they explore the diversity of human cultures in the world.

ARC 105 - Interior Design I

3 credits/3 contact hours

This course is designed to provide students with an introduction to interior design and career options in the field. Topics to be covered include design elements and their application to residential and non-residential interiors; the needs survey of the user; choices of materials, furnishing and components used in interior design; and career options, including an overview of the professional preparation required for certification as an interior designer.

ARC 106 - Architecture I

3 credits/3 contact hours

This introductory course focuses on light frame construction techniques specifically related to residential dwellings. The course includes architectural styles, building materials and components, specifications, building codes, and the

production of construction drawings. Students produce full sets of working drawings for two-story residential structures.

ARC 107 - Introduction to Sustainable Design

3 credits, 3 contact hours

This course is a study of sustainable design and green building. Students will learn about rating systems for sustainable buildings such as the Leadership in Energy and Environmental Design (LEED) and other programs. Topics include existing and future green building standards and technology, environmental impacts, site analysis and building orientation, passive and active solar design elements, water conservation, day lighting, energy systems, and innovative design. Prerequisite: ENG 101

ARC 200 - Topics in Architecture

3 credits/3 contact hours

This course explores a specialized topic in the fields of architecture and construction. Students will learn the fundamentals of the topic, including general principles and concepts, the use and application of materials and tools, and relevant vocabulary. The goal is to increase the student's awareness of historical and/or current trends in architecture and construction. Prerequisite: ARC 106

ARC 202 - Architecture II

3 credits/3 contact hours

This course builds upon the architectural concepts of ARC 106 including space planning, design concepts, windows and doors, structural components, and construction documents. Students will utilize AutoCAD and Architectural Desktop software as tools to design and create technical drawings. Emphasis is on residential construction, with full compliance of industry standards and building codes. Students interact as a team to develop complete building projects. Prerequisites: CAD 102 and ARC 106

ARC 203 - Architecture III

3 credits/3 contact hours

This is the third in a series of three architectural design courses. The course will utilize 3-dimensional CAD models as an essential tool for architectural design, visualization, presentation, and construction documentation. The course culminates in a large-scale commercial project, where students work as team members responsible for all phases of the design process. Prerequisites: ARC 202 and MAT 127

ARC 204 - Integrated Energy Building Design

3 credits/3 contact hours

This course presents building and energy topics that influence the shape of buildings. Utilizing the latest CAD software, students incorporate efficient energy elements into the design and planning process. This class will concentrate on the electrical, plumbing, and heating requirements, and Residential-Check to produce functional drawings in compliance with the International Building Code. The course will integrate sustainable and affordable design concepts according to the U.S Green Building Council. Prerequisite: ARC 202

ARC 207 - Construction Documents

3 credits/3 contact hours

This course explores the various stages of the design/build process. Students will learn about requests for proposals, bids, estimating, contracts, specifications, building codes, and governmental regulations. Emphasis is placed on the use of accurate and complete drawing packages as contractual documents using industry standards such as CSI and AIA. Students work in teams to develop solutions to case studies. By the end of the course, each student will develop a portfolio for an entire design project. Prerequisites: ARC 202 and MAT 127.

ARC 290 - Architecture Internship

3 credits/3 contact hours

This course provides the student an opportunity to integrate classroom theory and knowledge with the daily practices of a work environment of a company in the architecture or building industry. The course is designed to promote professional development by providing challenging and valuable work experience and prepare students for future careers in the architectural design field. In addition to 135 hours working in the field, students will also be required to work with their faculty sponsor and to submit written assignments on a regular basis. Prerequisites: ARC202, a cumulative GPA of 3.0, with at least 30 credits earned in the program of study and permission of the Department Chair.

ART 110 - Art Appreciation

3 credits/3 contact hours

In this course, students will study original art works, slides, films, and other materials to develop an appreciation for the visual arts. The course will emphasize students' direct experience with art and will include at least one museum field trip. Each student will complete and present a research project on a selected artist. Prerequisite: ENG 101 recommended

ART 120 - Introduction to Drawing

3 credits/4 contact hours

This course is an introduction to the problems, techniques, and materials of drawing. Each class project will focus on a different aspect of visual perception, composition, and artists' materials. The aim of the course is to develop an understanding of the technical and aesthetic issues involved in composing drawings. Students will complete a research project, which analyzes the work of an artist in relation to the topics covered in class.

ART 122 - Drawing for Animation

3 credits/4 contact hours

This course covers the foundational drawing skills used in animation historically and today by creating the visual guides used to create animation and traditional film, character sheets and storyboards. Students will learn to translate vision to paper, putting a concept into a format that others can understand and work from. Traditional drawing skills and their role in current animation is explored, as well as drawing skills and their role in gaming and traditional film. The primary focus of this course is to develop the skills used in today's computer animation. Prerequisite: ART 120

ART 123 - Introduction to Painting

3 credits/4 contact hours

This hands-on course provides an introduction to the fundamental techniques of painting. The basis of the course is studio work, augmented by demonstrations and student-driven critique sessions. The course content will intersect with other arts-based fields of study, including drawing, color theory, and composition.

ART 126 - Foundations of Design

3 credits/3 contact hours

This fine arts course provides the fundamentals of artistic design including the concepts of color theory, balance, visual weight, and scale. As a result, it is a foundation course for a variety of design-related fields, including web design and other forms of digital media and publication design. Students will complete hands-on art projects as they study and practice the elements of design.

ART 131 - Introduction to Sculpture

3 credits/3 contact hours

This course provides an introduction to the basic elements, materials, and techniques of sculpture. Students will explore sculpture through various means, including modeling (clay), addition (assemblage), and subtraction (wood or stone). Students will also study the basic elements of design—form, scale, weight, color, movement, and space—as they apply to the art of sculpture.

ART 132 - Introduction to Illustration

3 credits/3 contact hours

This course introduces the techniques of illustration required to produce a finished commercial artwork. Accuracy of rendering will be emphasized. The course will focus on traditional illustration skills and media, and students will complete several projects that demonstrate foundational knowledge. Prerequisite: ART 120

ART 134 - Color Theory

3 credits/3 contact hours

This course serves as an introduction to the characteristics and interactions of color. Students will practice the application of color theory in various media. Major color theorists will be presented, and students will study works by various painters who used color as primary elements or techniques. Prerequisite: ART 120

ART 136 - Digital Photography

3 credits/3 contact hours

This course serves as an introduction to digital photography as an art form. Emphasis is placed on fundamental techniques of the digital camera and digital editing. The course covers the operation of digital cameras with manual functions, digital editing, digital printing, studio lighting, and image composition. The course also covers the use of computers, image-editing software, and printers. Students will create portfolios of their work, and engage in critical analysis of their own and others' photographs. For this course, students are required to own, or have access to, a digital camera with manual exposure control, and to be familiar with the basic operation of a digital camera.

ART 200 - Topics in Studio Art

3 credits/4 contact hours

This hands-on course explores a genre, method or specialized topic in studio art. Students will learn the fundamentals of the topic, including general principles and techniques, the use and application of materials and tools, and relevant vocabulary. Representative works and artists also will be explored.

ART 201 - Advanced Drawing

3 credits/4 contact hours

This course builds on the skills covered in Introduction to Drawing while introducing new materials, techniques, and challenges. Students will deepen their knowledge of the elements and principles of drawing while learning to put their drawing skills to use in specialized commercial and fine-arts applications. Students will also be encouraged to discover and hone their own style as artists. Prerequisite: ART 120

ASL 101 - Beginning American Sign Language

4 credits/4 contact hours

This course provides an introduction to American Sign Language, with an emphasis on basic ASL conversation skills. Students will study ASL vocabulary, finger spelling, and grammar, and learn to apply that knowledge in various conversational situations. Students will also learn about the history of ASL and Deaf culture, including specific issues and controversies as they relate to the Deaf community.

ASL 102 - American Sign Language II

4 credits/4 contact hours

This course builds upon the skills and knowledge acquired in ASL I01. Students will increase their ASL vocabulary, refine their fingerspelling skills, deepen their understanding of ASL grammar, and learn to apply their knowledge in advanced conversational situations. The course will also add to students' understanding of Deaf culture as well as linguistic issues related to ASL. Prerequisite: ASL 101

BIO 104 - Overview of Anatomy and Physiology

3 credits/3 contact hours

This one-semester introductory course presents an overview of human anatomy and physiology. The organization of the body is studied, starting with cells, tissues, and organs and continuing to cover the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic, immune, digestive, respiratory, urinary and reproductive systems. Homeostasis and structure-function relationships are explored.

BIO 105 - Marine Biology/Lab

4 credits/5 contact hours

This course is an introduction to marine plants and animals, especially those native to the area. Students will be introduced to the biological processes of all forms of life in the sea. This course employs YCCC's proximity to ocean and estuaries as a natural field laboratory. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

BIO 106 - General Biology I

4 credits/3 contact hours

Biology I provides a comprehensive examination of the fundamental concepts of biology, including the chemical properties of life, cellular biology and physiology, and genetics. Evolution will be utilized as the central theme in all discussions; providing a coherent view of life in the light of natural selection and the diversity of species. This class assumes previous experience with scientific laboratory course work. Must be taken concurrently with BIO 107. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

BIO 107 - General Biology I Lab

0 credits/2 contact hours

This laboratory provides experience with the concepts and principles covered in General Biology I (BIO 106). Laboratory exercises relate to lecture topics and introduce students to the fundamentals of laboratory procedure, as well as providing an applied reinforcement of lecture topics. Must be taken concurrently with BIO106. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

BIO 116 - General Biology II

4 credits/3 contact hours

Biology II provides a rigorous examination of modern biological theory, as well as an introduction to the anatomy and physiology of animal systems. Topics include natural selection and the evolution of populations, phylogeny, plant and animal diversity, and animal form and function. Must be taken concurrently with BIO 117. Prerequisites: BIO 106/BIO 107.

BIO 117 - General Biology II Lab

0 credits/2 contact hours

General Biology II Lab presents exercises that relate to the General Biology II lecture topics and introduce students to the fundamentals of laboratory procedure, as well as providing an applied reinforcement of lecture topics. Must be taken concurrently with BIO 116. Prerequisites: BIO 106/107.

BIO 126 - Anatomy and Physiology I

4 credits/3 contact hours

This course is the first of a two-semester sequence that examines the basic principles of human anatomy and physiology. Structure-function relationships are examined at all levels throughout the course. Topics include anatomical terminology, cell structure and function, tissue organization and the skeletal, muscular and nervous systems, including the special senses. Must be taken concurrently with BIO 127. Prerequisites: BIO 106/107.

BIO 127 - Anatomy and Physiology I Lab

0 credits/2 contact hours

Laboratory exercises relate to the lecture topics in Anatomy and Physiology I (BIO 126) and focus on human histology and gross anatomy. Must be taken concurrently with BIO 126. Prerequisites: BIO 106/107.

BIO 136 - Anatomy and Physiology II

4 credits/3 contact hours

A continuation of BIO 126, this course focuses on the organ systems of the human body. The Anatomy and Physiology II is a continuation of Anatomy and Physiology I (BIO126/127). This course examines the structure/function relationships of the endocrine, cardiovascular, lymphatic, immune, digestive, respiratory, urinary and reproductive systems. Additional topics include blood, cellular metabolism, and water, electrolyte and acid-base balance. Must be taken concurrently with BIO 137. Prerequisites: BIO 126/127.

BIO 137 - Anatomy and Physiology II Lab

0 credits/2 contact hours

Laboratory exercises relate to the lecture topics in Anatomy and Physiology II (BIO 136) and focus on human histology, gross anatomy and physiology. Must be taken concurrently with BIO 136.

BIO 230 - Microbiology

4 credits/3 contact hours

The biology of bacteria, fungi, protozoa, helminths and viruses will be presented, with an emphasis on those that impact humans. The structure, growth and metabolism of microbes will be examined in the context of their physical, chemical and biological environment. Mammalian immunity and antimicrobial methods will also be explored. Must be taken concurrently with BIO 231. Prerequisites: BIO 136 and BIO 137 (can be taken concurrently).

BIO 231 - Microbiology Laboratory

0 credits/2 contact hours

The laboratory will focus on the culturing and identification of microbes using differential growth, staining and biochemical methods. Aseptic technique will be emphasized. Must be taken concurrently with BIO 230. Prerequisites: BIO 136 and BIO 137 (can be taken concurrently)

BUS 110 - Introduction to Business

3 credits/3 contact hours

This survey course covers the many facets of business and gives the student a general knowledge of the modern business environment. The economic, social, legal, ethical systems affecting US businesses are explored. The general concepts of business organization, management, "the people aspects" of business, together with the functions of production, marketing, accounting, and finance are investigated. Co-requisite: ENG 095 or appropriate Reading Placement Exam score.

BUS 113 - Introduction to Personal Finance

3 credits/3 contact hours

The skills developed in this class are applicable to personal financial management. Course material involves how people spend, save, protect and invest their financial resources. Topics include tax management, personal budgeting, consumer loans, credit card management and a brief introduction to insurance concepts. Prerequisite: C or better in MAT 092 or appropriate Math Placement Exam score.

BUS 115 - Management I

3 credits/3 contact hours

Introduces some of the basic concepts of supervising other employees including directing and delegating work, motivating employees, monitoring and evaluating work, and building a strong work unit. The evolving and changing trends of the supervisor's role as a member of the organization's management team, is also discussed. Co-requisite: ENG 095 or appropriate reading Placement Exam score.

BUS 116 - Management II

3 credits/3 contact hours

This course explores the many functions involved in personnel administration, as performed by human resource department administrators and first-level managers. Multiple aspects of human resource management are explored including human resource planning, recruiting, interviewing, selecting, placing, training, motivating, evaluating, rewarding, and disciplining employees. Pay systems, job evaluations, and some labor - management issues are presented. Co-requisite: ENG 095 or appropriate Reading Placement Exam score.

BUS 120 - Topics in Business

3 credits/3 contact hours

This course provides an exploration of a particular area of business, business issue, business related event, or time period as it relates to the study of business. The course may be repeated for credit when the topic varies.

BUS 205 - International Business

3 credits/3 contact hours

This course will provide students with an understanding of the interdisciplinary nature of international business and will explore the development of international business. Theories and methods of international trade; financing mechanism and terms used in export documentation and export finance; the effects of economics, political and cultural environment on international business and trade; impact of geography in business transactions; legal aspects of international business; and developing an effective international marketing strategy will be covered. Prerequisite: BUS 110

BUS 230 - Principles of Marketing

3 credits/3 contact hours

This course introduces the student to consumer and institutional behavior patterns and the overall role of marketing in the economy. Discussion includes the analysis of theoretical marketing processes and the strategies of product development, pricing, promotion and distribution, and their applications to business and the individual consumer. Prerequisite: BUS 110

BUS 244 - Business Law

3 credits/3 contact hours

The purpose of this course is to give the student a better understanding of the government regulation of business. The course describes the origins, development, and sources of law. The legal system is described, emphasizing the areas relating to the regulation of business. The major emphasis of the course corresponds to public law affecting business, not traditional private law. The law concerns matters with which a business manager must deal: government, stockholders, competitors, employees, and the public. The course will additionally include discussion of contract law. Prerequisite: BUS 110

BUS 250 - Principles of Sales

3 credits/3 contact hours

Introduces the student to the basics of personal selling and serves as a preparation for a successful sales career. The course explores social and ethical issues as well as psychology, communication, and persuasion. The dynamics of prospecting for new customers and closing the sale are considered. Special emphasis is placed on actual sales presentation through role-playing. Students also study the role of advertising in selling a product or service. Prerequisite: BUS 110

BUS 260 - Small Business Management

3 credits/3 contact hours

This course enables the students to review and apply managerial and organizational concepts studied in previous courses to small businesses. Topics include strategic planning and development, span of control, and operational practices, culminating in the development of a comprehensive business plan. Prerequisites: BUS 110 and ACC 111.

BUS 293 - Business Administration Internship

3 credits/7 contact hours

Students seeking a career in business can apply specific competencies and skills learned in core courses in a real world business environment. An internship involves 135 hours of business fieldwork in a pre-approved work site. The student, faculty advisor, and the workplace supervisor will develop a learning contract in advance. Students will keep a log of their work and submit a formal report at the conclusion of their internship. Prerequisites: Completion of all core courses

CAD 102 - Introduction to CAD

3 credits/3 contact hours

Students are introduced to CAD software to produce technical drawings. Students will learn the necessary commands and functions to create a variety of two-dimensional drawings. The course uses a hands-on approach, with all topics being directly applied in the CAD lab. Students should possess proficient computer skills.

CAD 107 - Solid Modeling I

3 credits/3 contact hours

This course introduces the design concepts of 3-D solid modeling using parametric CAD software. Students will create models with dimensional and geometric constraints, with parametric features. From the 3-D models, the student will create annotated 2-D engineering drawings. This is a hands-on course with all content directly applied in the lab. Prerequisite: CAD 102

CAD 108 - 3D Animation I

3 credits/4 contact hours

In this course, students will explore the power of 3-D animation. This course is designed to introduce a student to the intricacies of 3-D animation: selecting and transforming objects, modifying objects, creating shapes, lofting, operation modes, Boolean techniques, carving Booleans using tutorial based instruction.

CAD 110 - Technical Graphics Standards

3 credits/3 contact hours

This introductory course is designed to develop critical thinking, problem solving, and visual perception skills in the context of technical drawing. Emphasis is on sketching technique, size description, view location, dimensioning, and basic drawing practices to create a set of working drawings.

CAD 111 - Mechanical Design I

3 credits/3 contact hours

This course introduces concepts and methods for mechanical design, manufacturing and engineering. The course includes an exploration of manufacturing materials, fastener application and representation, dimensioning techniques, welding processes, and symbol application. Students will apply industry and engineering graphics standards to CAD models, annotated parts and assemblies, and engineering drawings. Design projects will be developed using a combination of 2D CAD and 3D solid models. Prerequisite: CAD 102 or CAD 110

CAD 204 - Solid Modeling II

3 credits/3 contact hours

The course focuses on advanced modeling techniques, sheet metal modeling, and engineering drafting. From the 3D models, students will analyze assemblies and develop documentation and presentations. The course is hands-on and project-based with all content directly applied in the lab. Prerequisite: CAD 107

CAD 210 - Computer-Aided Drafting and Design II

3 credits/3 contact hours

This course is designed to develop your critical thinking, problem solving skills, and visual perception with introductory techniques in the context of a technical drawing. This course is designed as a continuation of CAD 102. Emphasis will be placed on dimensioning and tolerancing, groups and details, 3D drawing and modeling, surface modeling and rendering, and solid modeling. Prerequisite: CAD 102

CAD 214 - Geometric Dimensioning and Tolerancing

3 credits/3 contact hours

In this course the student will learn the technical language used to describe dimensional and positional information. This information is important to quality control and production. Students will utilize the internationally recognized symbols on technical drawings. Content is based on the ANSI Y14.5M standards. Prerequisites: CAD 102 and CAD 110.

CAD 217 - 3D CAD

3 credits/3 contact hours

This course teaches students how to create wireframe, surface, and solid models to represent three-dimensional objects utilizing the most current CAD software. Real life visualizations are produced using materials and rendering functions. A variety of methods are used to generate assemblies, technical drawings, and output files. Prerequisite: CAD 102 or MUL 225

CAD 250 - Computer-Aided Drafting and Design III

3 credits/3 contact hours

This course is a continuation of CAD II. Topics covered include 3-D solid models, Boolean operations, and translating 3D models into 2D paper drawings. In addition, students will customize AutoCAD menus and toolbars, produce macros, and create basic AutoLISP programs. Students will create libraries, and transfer drawing files through a variety of formats and applications. Prerequisite: CAD 210

CAD 251 - 3D Presentation

3 credits/3 contract hours

In this course students will experiment with different methods and techniques for the presentation of project proposals. The emphasis is on digital modeling as an essential tool for design, visualization, and presentation. The fundamental subject matter can be applied to a variety of applications such as consumer products or architectural design. Students will create displays using printed output, display boards, and physical models.

Prerequisite: CAD 210 or MUL 125 or WEB 133.

CAD 290 - CAD Internship

3 credits/3 contact hours

This course provides the student an opportunity to integrate classroom theory and knowledge with the daily practices of a work environment of a company that utilizes the drafting and design process. The course is designed to promote professional development by providing challenging and valuable work experience and prepare students for future careers in the drafting and design field. In addition to 135 hours working in the field, students will also be required to work with their faculty sponsor and to submit written assignments on a regular basis. Prerequisites: CAD 210, a cumulative GPA of 3.0, with at least 30 credits earned in the program of study and permission of the Department Chair.

CHM 104 - Chemistry for Health Sciences

3 credits/3 contact hours

This one-semester introductory course presents an overview of general chemistry, organic chemistry and biochemistry. Basic information on atoms, elements, compounds, states of matter, and chemical reactions is studied, with an emphasis on organic macromolecules (carbohydrates, proteins, lipids and nucleic acids) that are crucial for life. The role of water, acids, and bases is explored. This course is geared toward students in allied health fields.

Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

CHM 106 - General Chemistry I

4 credits/3 contact hours

General Chemistry I provides a comprehensive examination of the fundamental concepts of chemistry including matter and energy, atomic structure and atomic theory and chemical bonding and chemical reactions. A two-fold emphasis on understanding the molecular interactions that underlie everything around us and developing and strengthening problem solving skills will be utilized as central themes in all discussions. Must be taken concurrently with CHM 107. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

CHM 107 - General Chemistry I Laboratory

0 credits/2 contact hours

This laboratory provides experience with the concepts and principles covered in General Chemistry I (CHM 106). Laboratory exercises relate to lecture topics and introduce students to the fundamentals of chemistry laboratory procedure. Must be taken concurrently with CHM 106. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score.

CHM 116 - General Chemistry II

4 credits/3 contact hours

General Chemistry II provides a comprehensive examination of the fundamental concepts of chemistry including the gas laws, properties of liquids and solids and intermolecular forces, solutions, acids and bases, chemical equilibrium and oxidation reduction reactions. A two fold emphasis on understanding molecular interactions and strengthening problem solving skills will be utilized as central themes in all discussions. Must be taken concurrently with CHM 117. Prerequisite: CHM 106/CHM 107

CHM 117 - General Chemistry II Laboratory

0 credits/2 contact hours

This laboratory provides experience with the concepts and principles covered in General Chemistry II (CHM 116). Laboratory exercises relate to lecture topics and are a continuation of fundamental chemistry laboratory procedure and technique. Must be taken concurrently with CHM 116. Prerequisite: CHM 106/CHM 107

CIS 115 - Software Applications

3 credits/3 contact hours

This hands-on course covers the use of various computer application programs in academic and professional settings. The student will enhance their computer literacy skills, focusing on the use of PC system and an industry leading office productivity software suite. Topics will include: operating systems, file management, network and Internet use, word processing, spreadsheets, presentation tools, databases, and other practical applications. The class builds on the student's existing knowledge using a PC system.

CIS 118 - Introduction to Computer Technology

3 credits/3 contact hours

This course provides a general overview of the many areas of computer technology. Topics introduced include computer hardware, web design, programming, operating systems, application software, security, and the principles of networks. Hands-on exercises will allow the student to create small programs, explore the inner workings of personal computers, utilize and install application software packages, and build simple networks.

CIS 131 - Visual Programming I

3 credits/3 contact hours

This course covers the principles of effective program development using the event-driven programming language. Students create object-oriented programs with effective user interfaces and logically constructed code for event-driven applications. Students develop algorithms, apply Object Oriented Programming principles and gain an understanding of the process of writing good computer code. Students create their programs in the Visual Basic.NET programming environment.

CIS 132 - Visual Programming II

3 credits/3 contact hours

This course continuation develops more complex applications in the Microsoft.Net environment. Students use the principles of effective program development to develop event-driven applications. Students develop programs with effective user interfaces and logically constructed code to create advanced computer applications. Students develop algorithms to access and process data from various file types, work with classes and objects and explore ADO.Net and ASP.Net. Students use the Visual Basic.Net IDE to code their programs. Prerequisite: CIS 131

CIS 141 – Object-Oriented Programming I

3 credits/3 contact hours

This course is an introduction to structured programming using an objects-first approach. Topics covered in this course include algorithms, functions, data structures, data types, objects, classes, abstraction, and inheritance. Students will be exposed to basic software development practices, including design, debugging and testing practices. Prerequisite: MAT 098

CIS 152 - Computer Hardware

3 credits/3 contact hours

This course is an introduction to the installation, maintenance and repair of PCs and related equipment. The areas of study will include: troubleshooting desktop and laptop hardware and software, hardware identification and replacement, and an introduction to network hardware and software. This course includes both theory and hands-on activities.

CIS 180 - Introduction to Telecommunications

3 credits/3 contact hours

Students explore the importance of voice and data telecommunications in the world around us. The course covers telecommunications terminology and applications. Additional topics include the communications environment, management and regulations, transmission concepts, network concepts and architectures.

CIS 190 - Introduction to Local Area Networks

3 credits/3 contact hours

This course is an introduction to core network fundamentals. Students study the management of network objects e.g. users, groups, volumes, print servers and other shared network resources. Appropriate use of network protocols and network services will be introduced in this course. It will provide students with the ability to design, install, maintain and troubleshoot computer networks. Prerequisite: CIS 180

CIS 214 - Spreadsheet Applications

3 credits/3 contact hours

This is an entry-level course using electronic spreadsheet software. Students produce professional reports that perform simple business or personal calculations, financial or scientific calculations, or database management and creating charts. Prerequisite: CIS 115 or CIS 118

CIS 216 - Desktop Publishing

3 credits/3 contact hours

This course introduces students to the powerful capabilities of desktop publishing. Students learn the fundamentals of electronic publishing, including page planning, text editing, graphics manipulating, and printing. The course emphasizes the various levels of electronic publishing, implementation and problem solving. Prerequisite: CIS 115

CIS 217 - Database Management

3 credits/3 contact hours

This course covers the conceptual designs and practical management of database management systems (DBMS). Topics include relational databases, representing databases as files, sorting and searching, concurrency issues, client-server models, and protecting data security. Students learn how to use, design, and manage databases in a network setting using a Structured Query Language (SQL) environment. Prerequisite: CIS 115 or CIS 118

CIS 220 - Information Security

3 credits/3 contact hours

This course covers the principles of computer, network, and data security with an emphasis on defensive strategies to safeguard information. Topics covered in this course include protecting the applications and operating systems, limiting exposure to known risks, hardening networks, and use of guidelines to safeguard data. Prerequisites: PHI 102 and CIS 118.

CIS 230 - Desktop and Server Administration I

3 credits/3 contact hours

This course covers the basics of administering computers in a corporate environment, including end-user (desktop) systems and multi-user / back-end (server) systems. A combination of lectures, discussions, and hands-on assignments will provide the students with a broad exposure to the management of users, file systems, software, process, and system administration. Management of small network services will be introduced. Students will create small computer workgroups comprised of similar operating systems. Prerequisite: CIS 152

CIS 255 - Operating Systems

3 credits/3 contact hours

This course is an introduction to the internals of an operating system. Students study how the operating system enables applications to seamlessly use and share the underlying computer hardware. Topics include processes and threads, memory management, file systems, deadlocks, and scheduling. Students will be exposed to how each area is implemented in both contemporary operating systems as well as historically significant systems. Demonstrations and hands-on labs will show the significance of various operating system tasks, how they occur, and how they relate to running of a complete system. Prerequisite: CIS 152

CIS 285 - Network Design and Management

3 credits/3 contact hours

Students examine networks from a management perspective first, then apply their knowledge to the computer and telecommunications components that make the system function. Real-world casework is utilized. Architectural considerations range from platform to media to topology to access. The solutions examined range from traditional to leading edge technologies. Real world tools such as project management software are introduced. The course emphasizes terminology of the networking world and the function of its hardware/software components. Prerequisite: CIS 180 or NET 110

CIS 290 - Special Topics in Computer Technology

3 credits/3 contact hours

The topics covered in this course vary from semester to semester. The goal is to increase the student's awareness of the most current technology and the current issues in the field of information technology.

CIS 295 - Information Technology Internship

3 credits/3 contact hours

This course provides the student an opportunity to apply theory and classroom skills into the practices of a work environment in computer technology. The course is designed to promote professional development by providing challenging and valuable work experience and prepare students for future careers in the field. In addition to field work, students will also be required to submit written assignments on a regular basis. Students are expected to spend a minimum of 135 hours working at the internship site and complete written assignments related to the experience. Prerequisites: CIS 230 and NET 110, a cumulative GPA of 3.0, with at least 30 credits earned in the computer technology program and permission of the Department Chair.

CJS 101 - Introduction to Criminal Justice

3 credits/3 contact hours

This course explores the historical development, current operation, and future trends of criminal justice. Emphasis will be placed on contemporary problems in the definition of law, the enforcement of law, strategies of policing, judicial systems, sentencing strategies and correctional practices. Content includes not only practices in the United States, but also other cultures and their systems of justice.

CJS 102 - Ethics and Leadership in Criminal Justice

3 credits/3 contact hours

This course is an exploration of professionalism and decision making in criminal justice through the lens of ethics, codes of conduct and leadership in organizations. The course will survey various ethical dilemmas and leadership theories. With this foundation, the students will examine their own decision making process, apply these concepts to current problems and issues facing criminal justice professionals and understand that ethical leadership should exist at all levels of the profession.

CJS 105 - Topics in Criminal Justice

3 credits/3 contact hours

This course investigates special topics and emerging issues within the criminal justice system. Topics discussed will be outside of those carried in the catalog on a regular basis. The course may be repeated for credit when the topic varies.

CJS 120 - Criminology

3 credits/3 contact hours

This course will define crime and evaluate the various ways crime is measured. Students will be provided with an overview of the more popular criminological theories, emphasizing the biological, psychological and sociological schools of thought. In addition, crime control and prevention strategies as they relate to each theory will be examined in terms of theory, practice and effectiveness. Major crime typologies will be defined and discussed.

CJS 125 - Criminal Law

3 credits/3 contact hours

This course is an introductory study of criminal law in America; a study of the behavior that society has deemed to be unacceptable and worthy of punishment. The course will focus on the basic elements of crimes and defenses. Substantive criminal law will be covered, which defines such crimes as murder, rape, assault, perjury, extortion and offenses against national security. The general principles of criminal liability, punishment, and criminal defenses based on self-defense, necessity, entrapment, diminished capacity and insanity will be discussed.

CJS 140 - Criminalistics

3 credits/3 contact hours

This course provides the student with the entry level forensic skills instrumental in conducting a complete and thorough criminal or civil investigation. Students will study the principles of effective crime scene management as well as what types of information can be learned from physical evidence as a result of laboratory analysis. The course is designed to prepare students in legal and practical documentation, collection, preservation and laboratory analysis of physical evidence discovered during a criminal investigation. Actual criminal investigations will be presented and discussed.

CJS 201 - Contemporary Corrections

3 credits/3 contact hours

The focus of this course is to introduce the student to correctional systems in the USA. Emphasis is placed on the historical development of correctional systems and practices, treatment of offenders, goals of corrections, and special needs of offenders in today's systems. Prerequisite: CJS 101

CJS 205 - Police Organizations

3 credits/3 contact hours

This course covers the principles of police organization, administration, and community policing, as well as the selection, training, promotion and socialization of officers. Topics will include: patrol operations, ethics and deviance, civil liability, police-community relations and personnel systems. The deployment of personnel, tactical operations and the use of specialized equipment will also be covered. Prerequisite: CJS 101

CJS 210 - Juvenile Justice

3 credits/3 contact hours

The course will examine the impact of family, school, community and abuse on the conduct of juveniles. Topics to be covered will include: the history of the juvenile justice system, including a review of the current status of the system and juvenile crime trend data; research examining the pathways that children and youth follow into delinquent behavior; theoretical approaches to delinquency, and the evolution of, and evidence behind, current policy and practice in the Juvenile Court System, juvenile corrections and probation. Gangs, delinquency, and violence in schools will also be studied. Prerequisite: CJS 101 or CJS 120

CJS 290 - Criminal Justice Internship

3 credits/3 contact hours

This course provides the student an opportunity to integrate classroom theory and knowledge with the daily practices of a criminal justice or social service support agency. The course is designed to promote professional development by providing challenging and valuable work experience and prepare students for future careers in the criminal justice field. In addition to field work, students will also be required to submit written assignments on a regular basis. Students are expected to spend a minimum of 135 hours working in the field and complete written assignments related to the experience. Prerequisites: Students who have completed 45 credit hours, minimum curriculum GPA of 3.0, and consent of department chair.

COM 101 - Introduction to Film

3 credits/3 contact hours

Film techniques, terminology, and criticism are studied, using a variety of recent popular films on television and videotape as the subjects for discussion and analysis. Prerequisite: ENG 101

COM 110 - Introduction to Digital Filmmaking

3 credits/3 contact hours

This hands-on course provides an introduction to the art of filmmaking in the medium of digital video. Students will write, shoot, and edit short films using the college's digital cameras and editing equipment. The course will cover the fundamentals of filmmaking, including basic scriptwriting, cinematography, lighting, editing, and sound recording, as well as some advanced concepts in visual storytelling and cinematic expression.

COM 201 - Interpersonal Communications

3 credits/3 contact hours

Provides students an overview of interpersonal communication theory pertaining to the self, family, and relationships. Students will explore how communication initiates, develops, and/or creates problems in interpersonal relationships and how it can repair them. The course also situates interpersonal communication in the field of communication studies. Prerequisite: ENG 101

CUL 102 - Introduction to Culinary Arts

3 credits/3 contact hours

This course will provide an overview of the culinary profession, its history and interaction with society and the aspects of presenting food. Topics discussed will be the food service industry and career paths within it, cuisine from a regional, historical and societal perspective, and the organization and terminology of the professional kitchen. Also students will become familiar with the aesthetic theories behind presentation including color theory, shape, texture, aroma and the physiology of taste.

CUL 104 - Food Service Sanitation

3 credits/3 contact hours

Lectures on the causes of food-borne illnesses and accident prevention practices in food service establishments are presented. A Hazard Analysis of Critical Control Point (HACCP) Management-oriented treatment for the prevention of food-borne illnesses, safe food handling, personal hygiene, sanitary design and care of facilities and equipment, pest control, and self-inspection. Students will review and interpret food service laws for consumer protection and standards for employee working conditions. Students are also introduced to the methodology of dishwashing systems for the best sanitation results. Utilization of materials, causes, and prevention of accidents, and discussion of elementary first aid including the Heimlich Maneuver are covered with emphasis on employee training. Upon successful completion of this course the student will receive a certificate from the National Restaurant Association.

CUL 106 - Foundational Culinary Techniques

4 credits/8 contact hours

Students will learn the basics of handling, storing and preparing food. Starting with knife skills, students will move on to the preparation of stocks, sauces and soups. They will then study the preparation of vegetables, starches, meats, seafood and poultry with a focus on the basic formulas and cooking methods. Students will also be exposed to foundational baking techniques. Prerequisite: CUL 104 (or may be taken concurrently)

CUL 108 - Principles of Nutrition

3 credits/3 contact hours

This course studies the relationship between food and health. The importance of nutritionally balanced and well-prepared meals is emphasized through study of the functions of carbohydrates, fats, proteins, and fiber in the diet. Emphasis is on the principles of nutrition, the six basic nutrients, and related health concepts. Various eating behaviors, recommended dietary intakes and tools for diet management will be discussed.

CUL 131 - Culinary Operations I

3 credits/3 contact hours

An introduction to the design and management of the professional kitchen. In this course students will learn about menu design, writing and costing recipes, kitchen design, forecasting work-force requirements, and assess purchasing requirements. Students will also be given an overview of the financial management practices common in the restaurant industry. Prerequisite: MAT 092 or appropriate Mathematics Placement Exam score.

CUL 143 – Artisan Breads

3 credits/4 contact hours

This course is an exploration of the styles, techniques and artistry of small scale bread production. Students will learn the different types of grains and dough used in artisan bread making. They will learn to develop recipes and analyze flaws in production. Prerequisite: CUL 106 (may be taken concurrently)

CUL 156 – Advanced Culinary Techniques

4 credits/8 contact hours

Students will learn advanced preparations for meats, seafood and poultry. They will be exposed to game meats and variety meats. The techniques of charcuterie and garde manger, as well as dessert preparation will be explored. They will also learn banquet and buffet preparation and presentation techniques. Prerequisite: CUL 106

CUL 200 - Topics in Culinary, Lab*3 credits/4 contact hours*

This hands-on course investigates specialized topics in the culinary arts focused on any combination of the following; the application of different technologies to cooking methods, a geographical exploration of cuisine, and a historical treatment of culinary traditions. Students will learn the fundamental principles and techniques of the topic area. Topics discussed will either be outside of those carried in the catalog on a regular basis or a more in depth treatment of a specialized topic. The course may be repeated for credit when the topic varies. Prerequisite: CUL 106

CUL 221 - Baking, Pastry and Desserts

4 credits/8 contact hours

This course will entail the study of breads, doughs, custards, meringues, and candies in conjunction with the use of fruits and chocolate. These elements will be used to produce desserts as well as savory applications. Students will learn presentation and decorating techniques that will include dessert sauces, decoration, chocolate and sugar work. Prerequisite: CUL 106

CUL 223 - Specialty Cakes

3 credits/4 contact hours

In this course students will explore advanced topics in the production and decoration of cakes. Cakes will include multi-tiered and novelty designs. Students will also develop advanced decorating techniques involving icings, frostings and fondant. They will gain experience in the production of cakes for special occasions such as weddings and themed events as well as signature cakes suitable for restaurant service. Prerequisite: CUL 221 (can be taken concurrently)

CUL 231 - Culinary Operations II

3 credits/3 contact hours

Building on Culinary Operations I, students will learn the application of analytical techniques and use of Profit and Loss statements to control food, labor and inventory costs. This course will explore the importance of marketing concepts, the assessment of customer expectations and the role of technology in a restaurant. Prerequisite: CUL 131

CUL 256 - International and American Regional Cuisine

4 credits/8 contact hours

A study of cooking techniques and preparations from across Europe, Asia and the New World. Cuisines covered will include Provencàle, Italian regional, Chinese, Southeast Asian, Cajun and Creole. Students will be exposed to the culinary traditions of the regions with particular focus on the use of herbs, spices and ingredients that give the cuisines their distinct character. Prerequisite: CUL 156

CUL 290 - Culinary Internship

3 credits/4 contact hours

The culinary internship provides students with a hands-on learning experience in the kitchens of area food service operations. The internship will be under supervised conditions and is designed to give students practical experience in a working environment. The student will be required to complete 135 hours of supervised work experience in the industry and submit written assignments. Prerequisite: CUL 156, a cumulative GPA of 3.0, with at least 30 credits earned in the program of study and permission of the Department Chair.

ECE 101 - Introduction to Early Childhood Education – The Child’s Learning Environment

3 credits/3 contact hours

The student explores theory and application of early childhood programs, past and present. The student examines the professional qualities and skills necessary for working with young children from six weeks to eight years using the National Association for the Education of Young Children guidelines. Based upon developmentally appropriate physical, cognitive, and social environments, the student studies appropriate materials and best practices - multicultural and inclusive, which meet the diverse needs of the child. Observation of learning environment components in existing programs, portfolio development, and expositions of acquired learning outcomes are integral parts of this course.

ECE 108 - Health, Safety, & Nutrition of Young Children

3 credits/3 contact hours

This course is designed to help students understand the correlation between health, safety, and nutrition and to explore ways in which children can become involved and responsible for their own well-being. Emphasis will be placed on adults assisting young children to develop good habits and attitudes regarding health, safety, and nutrition. Students research and present current safety and health, issues, policies, and procedures.

ECE 111 - Child Growth and Development

3 credits/3 contact hours

Development of the child from conception to preadolescence will be studied in this course. Topics include the physical, socio-emotional, psychological and cognitive development of young children. Students document and apply their research and learning pertaining to developmental theory in several formats including but not limited to observation, presentations, developmentally appropriate practices and portfolio development.

ECE 170 - Observation and Assessment

3 credits/3 contact hours

This course is designed to increase objectivity and detail when interpreting performance. Each student completes forty-five hours in the field. The student observes and records developmental characteristics and skills and patterns of behavior. Students attend weekly seminars to explore, review and revise recorded forms of observation completed at an approved site. Students research various assessment measures. Each student uses the information observed at a site to create a teacher-made assessment activity and documentation tools. The student performs the assessment in the field site. The student documents, assesses, and reports the outcome of the field application. Prerequisites: ENG 101 and (ECE 111 or PSY 214)

ECE 190 - Guidance of Young Children - Birth to Primary Age

3 credits/3 contact hours

The students examine the various theorists’ philosophies to guiding young children’s behavior and the application of techniques that will help each child learn to care about themselves and others. The students review the diverse needs of a young child’s development - specifically detailing social/emotional growth. The course content addresses learning styles, personality types, parenting styles, adult/child peer group interactions, and other criteria that influence behavior. The students develop and practice their own guidance philosophy and techniques based upon research and observation of best practices. Prerequisite: ECE 111

ECE 202 - Language and Literacy Curriculum Practices

3 credits/3 contact hours

This course reviews the development of language in infants, toddlers, and young children. Students will learn how to encourage and enhance verbal and nonverbal skills by creating an interactive and communication-rich environment filled with oral and written resources. Students will evaluate literature, poetry, and music for the enrichment of the child’s natural learning environment. Students practice the appropriate methods for using stories, books, finger plays, poetry, puppetry, flannel boards, dramatic and thematic play with infants, toddlers, and preschoolers.

Prerequisites: ECE 101 and ECE 111

ECE 206 - Education of Children with Special Needs

3 credits/3 contact hours

This course is designed to introduce students to the field of special education. Students explore causes and characteristics of various disabilities. Students learn to identify special needs in children, to refer children to appropriate professional resource personnel and to collaborate with parents and with special education professionals. Students learn the appropriate methods to care for and to teach children with special needs in inclusive or special home and facility settings. Students explore appropriate early intervention and interaction strategies for young children with disabilities such as collaboratively developing an individual family serve plans (IFSP). Prerequisite: ECE 111

ECE 207 - Infant & Toddler Curriculum Development & Practices

3 credits/3 contact hours

The students review and re-examine the developmental areas of child growth from birth to age three years. This in-depth study of social-emotion, cognitive, physical, and language development in the very young child provides a basis for implementing developmentally appropriate curriculum through the selection of materials, the modeling of language, and the creation of nurturing environments. Students explore concepts and methods dealing with inclusion programs for exceptional children. Students research and select pedagogy that encourages and enhances cognitive, physical and social/emotional growth through the role of play in the learning environment. Also, students explore the influence of various issues of development such as attachment and brain growth research to the selection of pedagogy and activities for the very young child. Students create a working professional curriculum portfolio. Prerequisites: ECE 101 and ECE 111

ECE 210 - Management of Child Care Centers

3 credits/3 contact hours

The emphasis of this course is based upon the methods of organizing and operating childcare centers. Students explore legal regulations, equipment needs and selection, community relations, budgetary needs and resources, employment procedures and child placement in the program. The students evaluate all components of a successful program: development of ethical, appropriate program philosophy, placement and transition of children, hiring practices, schedules, health and safety procedures, use of developmental domains, ages and stages of development and other aspects of program to meet children's individual needs. Prerequisites: ECE 101 and ECE 111

ECE 219 - Curriculum Preschool through Primary-age

3 credits/3 contact hours

The course focus is upon major elements of curriculum planning in early childhood education. Students learn to use skill and developmental growth assessment of children to design daily, weekly and long-range instructional planning. They research various types of schedules to meet the individual learning needs of preschool to primary-age children. The students research learning styles and learning theories as well as the use of commercial curriculum materials. The students develop lesson plans and behavioral objectives for learning activities. The students explore and design instructional materials for use in child-centered developmentally appropriate activities with a community of young learners 3 years – 8 years of age. Prerequisite: ECE 202

ECE 255 - Practicum I

3 credits/3 contact hours

In this course students perform a supervised teaching experience in an approved licensed early childhood program in the community. Each student will complete 135 hours during the 14 weeks of practicum in the placement site and attend weekly seminars on campus. Students research, design, perform and assess developmentally appropriate practices with a specified group of young children between the ages of six weeks and eight years. The students develop a professional teaching portfolio as a documentation tool including professional observation materials, lesson plans, curriculum design, facility information and reflective assessment through journal entries. The students are observed at least twice during the semester by a college supervisor. Prerequisite: C or better in ECE 170

ECE 265 - Early Childhood Practicum II

4 credits/4 contact hours

This course provides students with supervised teaching experiences in licensed approved early childhood programs in the community. Each student attends weekly College seminars and completes 180 hours of practicum. The student interacts with a specific group of children between the ages of six weeks and eight years over a 14-week period. The student develops and performs supervised on-site developmentally appropriate curriculum plans weekly as an assistant in the classroom, as well as a one week-long unit as lead teacher. Also, the student develops a professional portfolio, a practicum solo-week documentation board and a resume. Prerequisite: C or better in ECE 255

ECO 110 - Macroeconomics

3 credits/3 contact hours

This course is concerned with the behavior of economic aggregate, which include total output and income, the price levels and inflation, total employment and unemployment, economic growth, money, the banking system, and the formulation of fiscal and monetary policies in the pursuit of economic stabilization.

ECO 120 - Microeconomics

3 credits/3 contact hours

This course introduces the theory and practice of contemporary microeconomics. The primary focus of this course is on how individuals and societies deal with allocating scarce resources to satisfy the needs and wants of individual members of a society. Furthermore, the course provides better understanding of the various economic forces that affect daily decision-making.

EDU 102 - Introduction to Teaching

3 credits/3 contact hours

This course is designed for students who want to explore a career in K-12 teaching. The course includes a survey of historical trends and philosophical perspectives shaping education as well as discussion of major issues in today, including national and state frameworks for learning (Maine Learning Results). Students will review the varied roles of teachers as they work with students, parents and administrators as well as Maine's teacher certification requirements. Students also will acquire a general knowledge of learning theory and best practice models in the field today.

EDU 105 - Introduction to Exceptionality

3 credits/3 contact hours

The students examine the tenets of the special education law, Individuals with Disabilities Education Act, IDEA. The students study the categorical areas of special education, learning disabilities, emotional/behavioral impairment, attention deficit/hyperactive disorder, giftedness, mental retardation, severe/multiple disabilities, autism, other health impairment, physical disabilities, traumatic brain injury, communication impairments, hearing impairments, and visual impairments. Students explore etiology and diagnosis of the categorical areas and learn methods of educational intervention for each. Students connect the needs of the categorical areas to the mandate for instruction in the regular curriculum.

EDU 160 - Technology in Education

3 credits/4 contact hours

The students explore software and Web sites aimed at the learner and teacher with an emphasis on critically assessing computer activities for learners. The students will research and assess appropriate teaching aids and resources. Students develop plans and strategies for using other types of technical media: teaching, learning and assessment tools. Students receive a basic introduction to the current operating system and to the Internet.

EDU 206 - Instructional Strategies

3 credits/3 contact hours

Throughout this course students develop an understanding of the value of serving all learners in a learning environment. Students explore modifications, adaptations, motivational techniques and instructional strategies for the learning community based upon individual learner's needs. Students investigate, design and practice a variety of teaching methods for use in any classroom where one may encounter a wide spectrum of diversity and learning styles. Prerequisites: EDU 105 and (either ECE 111 or PSY 214)

ENG 095 - Reading and Writing Workshop

3 credits/3 contact hours

This intensive course is designed to prepare students for college-level reading and writing assignments. Students will learn reading comprehension and critical reading strategies, as they work with articles, essays, and college textbooks. Short writing assignments will focus on basic writing skills, including paragraph development, sentence structure, and mechanics. Prerequisite: Reading Placement Exam

ENG 101 - College Composition

3 credits/3 contact hours

This course emphasizes the development of writing, analytical reading, and critical thinking skills so that students are able to use their own knowledge and that of experts to clearly communicate ideas and arguments. Students will draft, revise and edit short and long essays, including a research paper, and submit a writing portfolio at the end of the semester. Prerequisite: C or better in ENG 095 or Reading Placement Exam

ENG 112 - Introduction to Literature

3 credits/3 contact hours

This course introduces students to varied forms of literature, including short stories, poetry, drama, novels, and film, and focuses on developing students' abilities to respond to and interpret literary texts. Prerequisite: ENG 101

ENG 130 - World Literature

3 credits/3 contact hours

This course introduces students to contemporary world literature while emphasizing issues of multiculturalism and globalism. The course takes a regional approach to studying literature so that historical and contextual perspectives can inform the texts. Class readings will explore the effects of cross-cultural contact to show the inter-connectedness of cultures in an increasingly globalized world. Works to be covered include short story, drama, poetry, historical documents, and critical texts. Prerequisite: ENG 101

ENG 201 - Creative Writing

3 credits/3 contact hours

This course introduces students to elements of writing fiction, creative essays, and poetry. Students will complete exercises designed to develop techniques and craft; study literary texts; and develop a portfolio of writing. The course will include frequent workshops in which students read and discuss the writing of their peers. Prerequisite: ENG 101

ENG 205 - Creative Non-Fiction

3 credits/3 contact hours

This course explores the genre of creative non-fiction. Students will read and analyze various forms in this literary genre, including memoir, journalism, nature writing, and practice these forms in their own writing. Prerequisite: ENG 101 or permission of instructor

ENG 211 - Technical Writing

3 credits/3 contact hours

Covers a variety of technical writing and workplace communication tasks, including technical and business correspondence, technical instructions and documentation, proposals, presentations, and technical graphics. Prerequisite: ENG 101

ENG 212 - Business Communications

3 credits/3 contact hours

Provides simulated experience with communications problems students may actually encounter in the business world. This problem-solving approach provides students with the theory, psychology, organization and mechanics of good business letters, memoranda, and reports. Prerequisite: ENG 101

ENG 216 - Nature Writing

3 credits/3 contact hours

This course explores the American tradition of nature writing. Students will read and discuss various forms in this literary genre, including poetry, essays, and environmental journalism, and will practice these forms in their own writing. The course will include several field trips to local nature preserves and sanctuaries. Prerequisite: ENG 101

ENG 220 - Topics in Literature

3 credits/3 contact hours

This course centers on close reading of texts related by topic, theme, or historical period. The course may be repeated for credit when the topic varies. Prerequisite: ENG 101

ENG 222 – Shakespeare

3 credits/3 contact hours

This course introduces students to the works of William Shakespeare. Students will read and discuss a selection of Shakespeare's plays and poems and will learn about the historical context surrounding Shakespeare's work. Prerequisite: ENG 101

ENG 224 – American Literature I

3 credits/3 contact hours

This course is a survey of American literature from the Colonial era to the Civil War. Topics include indigenous origin and creation tales; Colonial-era poetry; captivity narratives; the development of short story; the Transcendentalist movement; and the American Gothic tradition. Prerequisite: ENG 101

ENG 225 – American Literature II

3 credits/3 contact hours

This course is a survey of American literature from end of the Civil War through World War II. Topics include the Realist and Naturalist Movements, the development of Modernism, the Harlem Renaissance and the emergence of new and diverse literary voices. Prerequisite: ENG 101

ENG 230 - Literature of Diversity

3 credits/3 contact hours

This course provides an in-depth literary and historical exploration of ideas and themes in literature written by Americans of diverse ethnic and racial backgrounds and by members of historically minority groups. Topics include pre and post-colonial literature by Native American writers; early and contemporary work by African-American writers; Hispanic writers; immigrant writers; multi-ethnic writers; women writers; and gay and lesbian writers. Prerequisite: ENG 101

FIN 110 - Principles of Finance

3 credits/3 contact hours

This course is a basic introduction to the principles underlying financial institutions and financial analysis. Course material includes application of time value of money concepts to valuation of financial instruments, cost of capital concepts, capital structure, dividend policy and other issues in corporate finance. Prerequisite: ACC 111

FIN 115 - Introduction to Financial Markets

3 credits/3 contact hours

Course material involves a survey of how financial markets work, with a special emphasis on U.S. markets. The course is a survey of Wall Street finance, from the financier's point of view. Topics include: Understanding stocks, how Wall Street functions, basic concepts of trading and investing, and an overview of financial instruments: growth stocks, bonds, preferred stocks, money markets, mutual funds, gold, options and technical analysis. Prerequisite: ACC 111

FIN 120 - Introduction to Money and Banking

3 credits/3 contact hours

Course material involves a survey of how the banking system works. The course is taught from the banker's point of view. Topics include: who obtains credit, how much credit is obtainable, who is likely to be denied credit, credit reports, the financial structure of banks, the banking regulatory system, deposit insurance, checking, savings, commercial, residential and consumer lending. Prerequisite: ACC 111

FRE 101 - Conversational French I

4 credits/4 contact hours

This course serves as an introduction to French, with attention to several essential skills: speaking and listening, reading and writing, grammar, and cultural awareness. The course will prepare students to hold conversations in formal and casual environments, to understand the basics of written French, and to appreciate cultural aspects of the Frenchspeaking world. The course will also provide the foundational knowledge that will allow students to continue their studies in more advanced courses.

HIS 101 - Western Civilization: From Antiquity to 1715

3 credits/3 contact hours

A basic survey and introduction to the heritage of Western society from the birth of Near Eastern civilization to European early-modern times. Particular attention is given to the ancient civilizations of ancient Greece and Rome. Medieval civilization is explored with a focus on the institutions it bequeathed to the modern world. The Renaissance and Reformation and the rise of the great nation-states are studied from social, cultural, political and economic perspectives. This course content covers Western Civilization to 1715. The course also introduces students to historical research methods.

HIS 102 - Western Civilization: From 1715 to the Present

3 credits/3 contact hours

This course is a continuation of HIS 101, Western Civilization to 1715. It is a basic survey and introduction to the heritage of Western society from early modern times to the present. Particular attention is given to the Enlightenment, the Age of Democratic Revolution, the Industrial Revolution, Victorian Europe and the World Wars.

HIS 105 - Topics in History

3 credits/3 contact hours

This course provides an exploration of a particular theme, issue, or time period as it relates to the study of history. The course may be repeated for credit when the topic varies.

HIS 110 - United States History to 1877

3 credits/3 contact hours

A survey of American history covering the political, social, and economic development of the United States through the period of the Civil War and Reconstruction. Students will also complete an independent research project on a specific topic in U.S. history. Prerequisite: ENG 101 recommended

HIS 120 - United States History 1877 to the Present

3 credits/3 contact hours

A survey course of American political, social, and economic development following Reconstruction. Examines the historical experience of the American people through the major ideas and forces that have shaped the nation. Focus is placed on the urban industrial age, liberal political reform, and American world leadership. Prerequisite: ENG 101 recommended

HIS 125 - U.S. Civil Rights: The Struggle for Equality and Justice

3 credits/3 contact hours

This course surveys the journey of civil rights through the literary voices and social movements that framed and fueled the quest for civic equality in U.S. history. Students will engage an overview of the U.S. struggle for equal rights by examining speeches, sermons, music, and movements. Through interaction with literary, audio, and video resources, students will increase not only their understanding of the issues but of the eloquence of public discourse and action required to produce social change. Students will thus enhance their critical thinking, reading, and writing skills in conjunction with gaining appreciation of the challenging nature of civil rights in both historical and contemporary terms. Prerequisite: C or better in ENG 095, or appropriate Reading Placement Exam score

HUM 101 - Introduction to the Humanities

3 credits/3 contact hours

This course serves as an introduction to the major arts that comprise the humanities: Literature, theater, music, fine arts, and film. The course seeks to increase students' appreciation for, and familiarity with, the humanities; provide students with the vocabulary and skills to pursue further investigations into the humanities; and help students use the humanities to deepen their critical thinking skills.

HUM 102 - Humanities Seminar

3 credits/3 contact hours

This seminar introduces students to the Humanities through exploration of a theme or topic as expressed in art, dance, drama, literature, music, and philosophy. The Seminar may be repeated for credit when the topic varies. Prerequisite: ENG 101, or co-registration in ENG 101

HUM 110 - World Religions

3 credits/3 contact hours

This course provides a survey of the major religions that have had a worldwide impact on human history, culture, and civilization. Particular attention will be given to the religious traditions and beliefs of Judaism, Hinduism, Buddhism, Christianity, and Islam. Civil religion, universalism, and the influence of secular culture on religions will be discussed. The course also emphasizes critical thinking skills, interpretation, reasoning, and the expression of ideas in writing. Prerequisite: C or better in ENG 095, or appropriate Reading Placement Exam score

HUM 201 - Multicultural America

3 credits/3 contact hours

This course takes an interdisciplinary approach to examining multicultural America. Students will study issues related to race relations, ethnicity, gender, and class conflict in contemporary and historical America. Questions to be studied include: What does it mean to be an American in a diverse society? How do we define and discuss ethnic, racial, and class differences? How have newcomers adjusted to, or resisted, the process of Americanization? Why have Americans either welcomed or excluded immigrants? Class resources will include literature, historical texts, film, and other materials. Students will complete an independent project in which they research a relevant, current, or historical issue. Prerequisite: ENG 101

HUM 210 - Historical and Literary Survey of the Bible

3 credits/3 contact hours

This course provides an overview of the historical background, cultural context, literary genre, and thematic content of the Judeo-Christian Bible. Attention will be given to textual understanding based on historical and literary interpretation. Correlations will be made to contemporary language, morality, religion, and culture. Prerequisite: ENG 101

HUM 275 - The Nature of Dreams

3 credits/3 contact hours

This course will explore ideas about the nature of dreams throughout history and in diverse cultures. Students will analyze dreams in relation to questions about knowledge, science, selfhood, society, morality and divinity. Prerequisite: ENG 101

ITA 101 - Conversational Italian I

4 credits/4 contact hours

This course serves as an introduction to Italian, with attention to several essential skills: speaking and listening, reading and writing, grammatical comprehension, and cultural awareness. The course will prepare students to hold conversations in formal and casual environments, to understand the basics of written Italian, and to appreciate cultural aspects of the Italian-speaking world. The course will also provide foundational knowledge that will allow students to continue their studies in more advanced courses.

LAT 101 - Beginning Latin

4 credits/4 contact hours

This course serves as an introduction to Latin, with attention to the fundamental language skills: reading/writing, speaking/listening, and cultural knowledge. Particular emphasis will be given to grammatical concepts, as well as to Latin's influence on English and its ongoing value as a tool for English speakers.

MAS 105 - Medical Terminology

3 credits/3 contact hours

This course is designed for the student to learn to build, analyze, spell and pronounce a medical vocabulary based on anatomical systems as they relate to symptoms, pathologic conditions and diagnostic and therapeutic procedures. Word elements, prefixes, and suffixes form the basis for building the medical vocabulary. The course also provides the opportunity to learn common medical abbreviations used in medical documents and reports.

MAS 115 - Medical Office Administration

3 credits/3 contact hours

This course provides an understanding of the administrative functions of a medical office and builds upon the foundations of professionalism, communication skills and management. Students will learn the process of overseeing the physical office, policies and procedures, records and schedules, liability insurance, inventories, equipment, finances, software, file entries for patients, codes and claims, documentation and report generation, electronic medical records (EMR), and transcription.

MAS 120 - Medical Law and Ethics

3 credits/3 contact hours

This course examines medical-legal guidelines, requirements and ethics as related to the Medical Assistant. Students will learn about laws regulating their professional responsibilities, including the acquisition, storage and dissemination of confidential medical information. Topics include consent, the physician-patient relationship, responsibility and rights, guidelines for third party agreements, and professional liability. Health occupation licensure and accreditation of medical facilities will be examined at both the federal and state levels. Prerequisite: MAS 115

MAS 150 - Clinical Procedures I

4 credits/3 contact hours

This course develops and defines the student's theoretical knowledge encompassing the principles of infection control and aseptic technique in both medical and surgical asepsis. Taking an accurate medical history and charting/documenting are introduced, as well as standard safety precautions in the office and clinical settings. Vital signs and physical measurements are presented, and an understanding of assisting with physical examinations and minor office procedures are established. Must be taken concurrently with MAS 151. Prerequisite: MAS 105

MAS 151 - Clinical Procedures I Laboratory

0 credits/2 contact hours

Preparation and operation of medical equipment, including personal protective equipment (PPE), autoclave, sphygmomanometer, otoscope, ophthalmoscope, and anthropometric measuring equipment. Emphasis will be on proper clinical techniques and procedures, and patient safety. A mock clinic is included during the course that encompasses the entire skill set learned. Must be taken concurrently with MAS 150. Prerequisite: MAS 105

MAS 205 - Medical Insurance and Coding

3 credits/3 contact hours

This course focuses on the support of medical practice finances, third-party billing, processing of claims, and applying managed care policies, procedures and fee schedules. Three types of coding systems and the relationship between procedures and diagnostic codes will be covered. The coding systems include: Current Procedural Terminology (CPT), International Classification of Diseases- Clinical Modification (ICD-CM), and the Healthcare Financing Common Procedural Coding System (HCPCS). Prerequisites: MAS 105 and MAS 115

MAS 225 - Pharmacology

3 credits/3 contact hours

The focus of this course is on the ethical and legal preparation and administration of medication to include classes of drugs, drug forms, drug actions, side effects, emergency use, substance abuse, calculation of dose and immunizations. The preparation and administration of parenteral and non-parenteral medication is presented as well as prescriptions including prescription parts, safekeeping, recordkeeping, reordering and controlled substances. The maintenance of immunization records, medication disposal and the principles of intravenous therapy in terms of terminology and theory are discussed. Prerequisites: MAS 105 and BIO 104

MAS 250 - Clinical Procedures II

4 credits/3 contact hours

This course teaches specimen collection methods and diagnostic testing techniques for Medical Assistants. Venipuncture and capillary puncture methods of blood collection are taught, as well as collecting specimens for urinalysis, microbial and immunological testing. Diagnostic methods include the electrocardiogram and urinalysis. Students are also introduced to the administration of oral and parenteral medications. Nutrition and health promotion are discussed, as well as orthopedic and pediatric techniques. Safety for health providers and patients is emphasized. Must be taken concurrently with MAS 251. Prerequisite: MAS 150/MAS 151

MAS 251 - Clinical Procedures II Laboratory

0 credits/2 contact hours

This course is the laboratory component for Clinical Procedures II. The lab will reinforce the topics covered in the lecture component and will allow students to perform clinical procedures related to those topics. Must be taken concurrently with MAS 250. Prerequisite: MAS 150/MAS 151

MAS 290 - Medical Assisting Practicum

4 credits/4 contact hours

This 160 hour rotation to clinical affiliate sites is the culmination of didactic training. This supervised practicum is set in various ambulatory health care settings wherein the student will perform both administrative and clinical procedures. This is a mandatory practicum for graduation. Prerequisites: MAS 115, MAS 250/251, cumulative G.P.A. of 3.0

MAT 092 - Introduction to Algebra

3 credits/3 contact hours

This course reviews the basic operations with whole numbers, fractions, decimals, percents, ratios and proportions. The course covers an introduction to basic algebra including variables, algebraic expressions, writing and solving linear equations and inequalities, Cartesian coordinates, graphing linear equations and applied problem solving. This is a pre-college level course and credit does not count toward graduation in any degree program. Prerequisite: Appropriate score on Mathematics Placement Exam

MAT 098 - Intermediate Algebra

3 credits/3 contact hours

This course covers the fundamentals of algebra including solving equalities and inequalities in one variable, graphing linear functions and inequalities in two variables, working with polynomials, rational expressions, and quadratic equations. This is a pre-college level course and credit does not count toward graduation in any degree program. Prerequisite: P or C or better in MAT 092 or appropriate Mathematics Placement Exam score

MAT 122 - Finite Math

3 credits/3 contact hours

This course is a survey course of mathematical topics that are relevant to a contemporary society useful in our contemporary world. Topics include, but are not limited to, logic, combinatorics, probability, statistics, finance, and geometry. Problem solving skills are emphasized in all topics. Use of a scientific calculator is required. Prerequisite: C or better in MAT 098 or appropriate Mathematics Placement Exam score

MAT 127 - College Algebra

3 credits/3 contact hours

This course covers solving and graphing linear equalities and inequalities, quadratic and polynomial functions, graphing linear, polynomial and rational functions, exponential and logarithmic functions, and systems of equalities and inequalities. A graphing calculator is required. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam.

MAT 210 - Statistics

3 credits/3 contact hours

This course studies methods of collecting, organizing, summarizing and presenting data. Students will develop skills in examining and interpreting data using statistical techniques. Topics include sampling theory, descriptive statistics, probability theory, normal distributions, hypothesis testing, inference, regression and correlation. A scientific calculator that handles statistics is highly recommended. Prerequisite: MAT 122 or MAT 127.

MAT 220 - Trigonometry

3 credits/3 contact hours

This course provides some of the more advanced tools necessary to continue on to Calculus for those students interested in mathematics, science, engineering, architecture, or manufacturing. Students will learn the basic geometry of angles, triangles, arcs, solid objects, three dimensional space, trigonometric functions, and vectors. Students are required to bring a scientific or graphing calculator to class. Prerequisite: MAT 127

MAT 227 - Pre-Calculus

3 credits/3 contact hours

This is a function-based course focusing on polynomials, rational, exponential, and logarithmic and trigonometric functions. Students are required to bring a graphing calculator to class. Prerequisite: MAT 127 or appropriate Mathematics Placement Exam

MUL 110 - Digital Imaging

3 credits/3 contact hours

This course explores the fundamentals of image editing, object creation, and animation. Topics covered in this course include scripting and design methods, enhanced interactivity, and use of multimedia functions. Students use visual and object oriented techniques throughout the course using basic concepts of photo editing software.

MUL 122 - Digital Illustration

3 credits/3 contact hours

This course introduces students to the fundamentals of Digital Illustration. Students will explore the various features of vector based drawings using current vector based illustration software. Use of Bezier curves and control of vector based creation tools will be practiced, as well as the creation of quality digital illustrations.

MUL 125 - Intermediate Graphic Design

3 credits/3 contact hours

This course takes the fundamental concepts and practices of Introduction to Graphic Design and expands on their application in real world situations. Students use desktop publishing software to create graphics and documents to print media. An emphasis is placed on developing an understanding of publishing vocabulary and terminology.

Prerequisites: ART 120, ART 126, and MUL 110.

MUL 126 - Typography

3 credits/3 contact hours

This course provides an introduction to the art of typography with an emphasis placed on fundamental type design techniques including: type rendering, letter spacing, type and headline groupings, type relationships, type images and type applications. The course includes letter forms and their use in visual communications, image composition, portfolio development, and critical analysis. This course includes the use of computers and image editing software.

Prerequisite: ART 126

MUL 130 - Motion Graphics

3 credits/3 contact hours

Students study storyboard layout and how it plays a role in animation. Students explore design and the design process, animation throughout history, and animation development from the flipbook to more modern day computer animation. This course covers the basics of animation concepts. Prerequisite: ART 120

MUL 170 - Introduction to Game Development

3 credits/3 contact hours

This course provides an introduction to 3D game design and level editing. Building a game level will show the student several concepts including: aesthetic and game flow considerations, controlling game environment, scripting, texture and model creation/ importing, and shader use. Students will be introduced to the construction and implementation of their own textures and game assets for use in the game, as well as game story development.

MUL 175 - Texturing & Lighting

3 credits/3 contact hours

This course focuses on the visual refinement of 3D lighting, texturing, and rendering. Artistic applications of the lighting and texturing and the difference in final output they create are explored. Students will enhance their knowledge of 3D modeling and animation through the use of realistic textures and the development of atmospheres using various lighting techniques. Prerequisite: MUL 110

MUL 180 - 2D Game Design

3 credits/3 contact hours

This course is intended to describe the basics of 2D game design and level editing. Students will design and create 2D graphics, use specific styles and themes, create animated symbols, action scripting, and use common external code classes to control game play. Students will be focused on the role that scripting plays in games, and adjusting existing code to create their own unique module from the provided code samples. Students will design the game environment and the success of the module to operate as designed.

MUL 185 - 3D Game Design

3 credits/3 contact hours

This course will familiarize students with the creation and editing tools used in commercial 3D game design. Students will create graphical environments and models, program behavior and functionality, and work within a Quality Assurance environment. Prerequisite: MUL 170

MUL 200 - Topics in Digital Media

3 credits/3 contact hours

This hands-on course explores a specialized topic in Digital Media. Students will learn the fundamentals of the topic, including general principles and techniques, the use and application of materials and tools, and relevant vocabulary. The goal is to increase the student's awareness of the current techniques and trends in the field of Digital Media. Prerequisite: MUL 110

MUL 210 - Advanced Digital Imaging

3 credits/3 contact hours

This course provides advanced techniques using pixel based and vector based image editing software, as well as instruction in computer graphics hardware usage, design and the professional environment. Students will receive training in generating vector graphics for illustrations and preparing work for professional printing. Prerequisite: MUL 110

MUL 225 - 3D Modeling and Character Animation

3 credits/3 contact hours

This course builds upon the concepts of 3D computer modeling and character creation. Students will explore animating characters and creating personality in those characters, with a focus on sketching and development of objects and characters through storyboarding to actual models. Animating through pivot points and the use of bones is practiced and compared. Prerequisite: MUL 110

MUL 230 - Computer Animation

3 credits/4 contact hours

The history of animation and the impact of computer animation on the making of film are explored. Students use drawing pads, pencils, and markers to begin the conceptual development of coherent, impactful animation. Storyboarding skills are refined and further enhanced. Students explore the process of developing a concept from sketch to screen. Students create a complete animation in this course. Building a scene, lighting and texturing, and integration of sound is explored. Critical analysis skills are learned and employed in the practice of the course. Prerequisite: MUL 130

MUL 265 - Advanced Computer Animation

3 credits/4 contact hours

This course is the culmination of the animation skills learned in the foundational courses. In addition to furthering the understanding of animation as a discipline, computer generated special effects are explored and used. Using skills recently gained in the previous courses, the class will create a project animation as a production team where cooperative and organizational skills are stressed and put into practice. The process of developing the skills and techniques to create rich, complete, well done animation is the primary focus. Student will refine animations from previous courses for inclusion in their portfolio. Prerequisites: MUL 225 and MUL 230

MUL 270 - Video Editing

3 credits/3 contact hours

This capstone course is intended to guide students into making their own demo reel, highlighting the skills they have learned, and demonstrating their expertise. Students will learn how to edit multi-track video and audio clips, cut separate pieces of footage, compression settings for optimal viewing, and design leading to a DVD demo reel. Students will experience and learn foundational skills in video and audio editing. Students will be introduced to audio recording and mixing, and mixing soundtracks with video segments. Prerequisite: MUL 130 or COM 110

MUL 290 - Digital Media Internship

3 credits/3 contact hours

This course provides the student an opportunity to integrate classroom theory and knowledge with the daily practices of a firm or studio working in the field of Digital Media. The course is designed to promote professional development by providing challenging and valuable work experience and prepare students for future careers in the Digital Media field. In addition to field work, students will also be required to submit written assignments on a regular basis. Students are expected to spend a minimum of 135 hours working in the field and complete written assignments related to the experience. Prerequisite: Students who have completed 45 credit hours, minimum curriculum GPA of 3.0, and consent of Department Chair.

MUS 101 - Music Appreciation

3 credits/3 contact hours

This course guides students towards a deeper understanding of music by exposing them to many different kinds of music from around the world and by developing their knowledge of musical elements and their listening skills. Students will learn to identify their own emotional and thoughtful responses to music and to express those responses in spoken and written form. Coursework will include attendance to at least one live musical performance. Prerequisite: ENG 101 recommended

MUS 120 - YCCC Chorale

3 credits/3 contact hours

This course provides theoretical and practical musical knowledge by allowing students to participate in a vocal ensemble. Students will learn basic concepts in music theory, and as a group they will practice the skills necessary for successful vocal performances. Coursework will include participation in one or more group performances for the YCCC community. This mixed-voice ensemble is open to all students without audition.

NET 110 - Networking Essentials I

3 credits/ 4 contact hours

This course introduces students to network terminology and protocols, safety, network content standards, LANs, WANs, OSI models, cabling, cabling tools, router, router programming, star topology, IP addressing, and network standards. In addition, instruction and training are provided in the proper care, maintenance, and use of networking software tools, and equipment and all local, state and federal safety, building, and environmental codes and regulations.

NET 120 - Networking Essentials II

3 credits/3 contact hours

This course introduces dynamic routing, routing, configuring, verifying and troubleshooting RIP, RIPV2, EIGRP, and OSPF as well as the network administrator's role and function. Particular emphasis is given to the use of decision-making and problem-solving techniques in applying science, mathematics, communications, and social studies concepts to solve networking problems. Prerequisite: NET 110

NET 230 - Switching Basics and Intermediate Routing

3 credits/3 contact hours

This course is designed to introduce new content and extend previously learned networking skills, which will empower the student to enter the workforce and/or further their education and training in the computer-networking field. Students design and implement a converged switched network. Instruction includes hierarchical network design model, selection of devices for each layer, and how to configure Virtual LANS, VTP, and inter-VLAN routing in a converged network. Also included are the Spanning Tree Protocol and implementation of a WWLAN in a small to medium network. Students develop practical experience in skills related to configuring LANs, WANs, and WWLANS. Prerequisite: NET 120

NET 240 - WAN Technologies

3 credits/3 contact hours

In this course, students develop practical experience in skills related to configuring WANs, ISDN, PPP and Frame Relay protocols and troubleshooting of Enterprise Networks. Instruction extends the student's knowledge and practical experience with Wide Area Networks (WANs), Point-to-Point Protocols (PPP) and Frame Relay design, Access Control Lists, NAT, DHCP and configuration and maintenance. Prerequisite: NET 230

NUR 126 - Dosage Calculations

2 credit/2 contact hours

This course is required for students interested in a nursing program. It focuses on mathematical calculations used by nurses in the clinical setting. Students must possess basic math skills (knowledge of decimals, fractions, metric system, conversion between systems of measurement, ratio-proportion, and ability to do basic algebraic equations) required for medication calculations. This course will emphasize safety and accuracy required for medication administration. It will include clinically based problems that provide students with the practice needed to master clinical calculations. A simple use calculator is permitted but not required. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score

PHI 102 - Ethics and Contemporary Society

3 credits/3 contact hours

This course introduces students to classical, historical, and contemporary perspectives on the theory and practice of ethics. Students will apply this knowledge by examining a variety of contemporary personal, social, and professional ethical issues and problems, and by practicing methods for arriving at ethical solutions and decisions. The course emphasizes critical thinking skills and reasoning, and the expression of ideas in writing. Prerequisite: ENG 101

PHI 110 - Introduction to Philosophy

3 credits/3 contact hours

This course introduces students to classical and contemporary perspectives on the traditional inquiries of philosophy by exploring topics of logic, epistemology, metaphysics, theology, ethics, and justice. Students will be challenged to foster critical thinking skills of analysis, synthesis, and evaluation in examining philosophical subjects, interpreting philosophical texts, evaluating philosophical arguments, and articulating personal viewpoints. Prerequisite: ENG 101

PHY 151 - General Physics I

4 credits/5 contact hours

This course is a laboratory-based introduction to physics for college students. Topics covered include measurement, kinematics and force, dynamics, work and energy, impulse and momentum, motion, and fluids. Students are required to bring a scientific or graphing calculator to class. Prerequisite: MAT 220

POS 101 - American Government

3 credits/3 contact hours

This course examines the American system of government: its political institutions, as well as the processes and problems of government. Focus is on the federal government with special attention paid to the roots of the federal system and the development of the Constitution. Students will study the role of the three branches of government in the resolution of modern political issues.

POS 105 - Introduction to International Relations

3 credits/3 contact hours

This course will examine the structures, processes, and issues that shape contemporary international relations. Topics include national and international security in the Post Cold War era; problems of the international political economy; the impact of terrorism; international conflict resolution, human rights, and global environmental politics.

POS 115 - Topics in Political Science

3 credits/3 contact hours

This course focuses on special topics or emerging issues in the field of political science. Topics discussed will be outside of those carried in the catalog on a regular basis. The course may be repeated for credit when the topic varies.

POS 125 - Constitutional Law

3 credits/3 contact hours

This course is a survey of American constitutional law emphasizing civil rights and individual liberties, including an analysis of federal and state court decisions that interpret the United States Constitution as to the authority and process of criminal justice agencies. Students will develop an understanding of constitutional frameworks for criminal justice procedures and policies.

POS 290 - Government Internship

3 credits/3 contact hours

The purpose of this course is to assist students in developing basic skills, understanding, and applications related to the possibilities and problems of democracy in the tradition of U.S. government and citizenship. This internship experience is designed for placement in a local, state or federal level office. Combining real life experience with reading, research, and reflection, the internship endeavors to nurture both academic analyses and professional skills pertaining to the practice of public service in the elective political arena. Prerequisite: POS 101 or SOC 210

PSY 101 - Introduction to Psychology

3 credits/3 contact hours

This course is an introduction to the study of human behavior and its application to everyday situations. Among the topics discussed are the biological foundations of behavior, altered states of consciousness, learning and thinking, human development, personality, behavior disorders and therapies, and social psychology.

PSY 200 - Topics in Psychology

3 credits/3 contact hours

This course focuses on special topics or emerging issues in the field of psychology. Topics discussed will be outside of those carried in the catalog on a regular basis. The course may be repeated for credit when the topic varies.

Prerequisite: PSY 101

PSY 202 - Social Psychology

3 credits/3 contact hours

This course focuses on the theories, research methods, and the status of scientific knowledge about social influences on human behavior. Topics include social psychological approaches to social influence, social perception and cognition, attitudes, group dynamics, prejudice, conformity, obedience, aggression and prosocial behavior.

Prerequisite: PSY101

PSY 210 - Psychology Across the Lifespan

3 credits/3 contact hours

This course focuses on the theories, research methods, and the status of scientific knowledge about human development across the lifespan. Topics include the interplay of psychological and environmental factors in physical, cognitive, social and personality development from birth through adulthood. Prerequisite: PSY 101

PSY 212 - Adolescent and Adult Development

3 credits/3 contact hours

Beginning with the transition to adulthood, the course will provide an overview of the major theories, issues and research in the scientific study of human development. The interplay of biological and cognitive factors, interpersonal relationships, social structure, and cultural values in shaping the individual's development through adulthood will be examined. Prerequisite: PSY 101

PSY 214 - Child Development

3 credits/3 contact hours

An introduction to the science of human development from infancy through childhood. The course will examine children's physical, cognitive, and emotional development, including the social and cultural contexts of development. Prerequisite: PSY 101

PSY 224 - Psychology of Learning

3 credits/3 contact hours

This class is designed to provide students with an understanding of how behavior potentially is acquired and maintained. The focus will be on understanding the many approaches to the study of learning, including classical and operant conditioning, cognitive and social learning theories, and the implications of learning theory for research and for education. Prerequisite: PSY 101

PSY 230 - Abnormal Psychology

3 credits/3 contact hours

This course considers the major diagnostic, etiologic, and treatment issues for a variety of categories of abnormal behavior and psychological disorders. Specifically, the course will examine disorders related to anxiety, stress & trauma, mood, schizophrenia, eating and substance abuse, memory & organic dysfunctions, and personality. We will also examine the social, cultural, and legal issues related to psychopathology. Prerequisite: PSY 101

PSY 232 - Introduction to Counseling

3 credits/3 contact hours

An introduction to various theories of behavior change, including dynamic, behavioral, cognitive, humanistic, and existential approaches to therapy. Individual, group, and family therapies will be discussed. Prerequisite: PSY 230 (can be taken concurrently)

PSY 280 - Positive Psychology

3 credits/3 contact hours

The course is an introduction to the theories, concepts and practice of positive psychology. Positive psychology is the scientific study of psychological strengths and optimal functioning, including (1) positive subjective states such as happiness, satisfaction, love and contentment; (2) positive individual traits such as courage, honesty, wisdom and resilience; and (3) positive institutions such as healthy families, work environments and communities. Prerequisite: PSY 101

SCI 101 - Introduction to Environmental Science

3 credits/3 contact hours

This course is an introduction to the basic principles of environmental science. Topics including energy, resources, and waste management and air, water, and soil pollution are addressed within ecological and social contexts. Classroom discussions and projects will focus on current local, state, national, and international issues. The main purpose of the course is to engage students in a dialog that goes beyond superficial explanations of complex events. Over the course of the semester, students will develop skills in gathering and assessing information concerning specific environmental issues, identifying and evaluating options to deal with those issues, and appreciating the implications of selecting (or not selecting) any of those options.

SCI 110 - Introduction to Scientific Inquiry/lab

4 credits/5 contact hours

This course is an inquiry-based introduction to the scientific process as a way of understanding the world around us. Introduction to Scientific Inquiry utilizes some of the central themes of biology as a framework for the development of the critical thinking skills that form the intellectual core of science. Selected topics from molecular, cell, and organismal biology as well as topics from the fields of ecology and evolutionary biology are covered. During hands-on, minds-on laboratory exercises, students generate hypotheses based on observations of natural phenomena, then design and conduct experiments to test those hypotheses. Appropriate methods of collecting, analyzing, and representing empirical data are discussed and employed. Emphasis is placed on rational thought and the formation of valid conclusions. Prerequisite: Grade of C or better in MAT 098 or appropriate Mathematics Placement Exam score

SOC 101 - Introduction to Sociology

3 credits/3 contact hours

This course analyzes the social and cultural forces, which govern human behavior. Topics include social interaction and organization, socialization processes, primary groups and the family, collective behavior, population, and ecology.

SOC 200 - Topics in Sociology

3 credits/3 contact hours

This course focuses on special topics or emerging issues in the field of sociology. Topics discussed will be outside of those carried in the catalog on a regular basis. The course may be repeated for credit when the topic varies.

Prerequisite: SOC 101

SOC 201 - Sociology of the Family

3 credits/3 contact hours

Explores the family from historical, contemporary and cross-cultural perspectives. Familial relationships throughout the life span are explored within the context of the following topics: gender roles and power within the family, choice of partners, marriage, alternative life styles, parenting, domestic violence, divorce and remarriage.

Prerequisite: SOC 101

SOC 210 - Social Problems

3 credits/3 contact hours

This course will develop students' skills of critical analysis through the application of sociological principles to current social issues. Examples of issues which may be examined are: stratification and inequality around the globe, poverty, health care, homelessness, aging, racial/ethnic conflict, gender roles and national and global conflict.

Prerequisite: SOC 101

SOC 232 - Death and Dying

3 credits/3 contact hours

This course provides a basic background on historical and contemporary perspectives on death and dying. Topics include attitudes toward death and preparation for death; the understanding of and care for the terminally ill; funeral rites; burial, mourning and grief practices; grief counseling; suicide and euthanasia. Attention will be given to American practices regarding death, as well as cross-cultural interpretation. Prerequisite: SOC 101 or PSY 101

SPA 101 - Conversational Spanish I

4 credits/4 contact hours

This course teaches Spanish conversation and grammar with practice in business situations, particularly those suitable for the hospitality and tourism industries. The course will use a variety of oral situations and scenarios to equip students to function in different situations within a Spanish-speaking context. This course offers interpersonal transactions and geographical and cultural awareness of the Hispanic world.

SPA 102 - Conversational Spanish II

4 credits/4 contact hours

This course further develops oral comprehension and fluency as well as written communication at an intermediate level in Spanish through culturally relevant materials. Students further increase vocabulary, dramatize everyday topics of conversation, interpret and describe materials, and compare and contrast Latin American and Spanish cultures with U. S. culture both oral and in writing. This course is intended for students who want to further enhance their conversational and reading skills. This course is quite useful for those students who may use the language in the business, hospitality and/or tourism fields. Prerequisite: C or better in SPA 101 or three years of high school Spanish.

SPE 101 - Oral Communications

3 credits/3 contact hours

Experiential learning is emphasized through a variety of life and career-oriented speaking situations, including relating personal experiences, giving directions, making announcements, using exhibits, reading from a manuscript, delivering informative talks and participating in a persuasive exercise. Also included are listening techniques and exercises, and the study of nonverbal communications, and interviewing. Prerequisite: ENG 101

THE 123 - Introduction to Theater

3 credits/3 contact hours

This course serves as an introduction to theater from the actor's perspective. The course will explore several fundamental areas of theater, including improvisation, pantomime, voice, and method acting, and students will participate in performance exercises as a way to deepen their understanding of theatrical practices. The course will also examine historical theater movements to understand the origins of the theatrical conventions used today.

THE 180 - Stand-up Comedy

3 credits/3 contact hours

This performance course offers students the opportunity to develop, practice and perform a 5-minute stand-up comedy routine. The course will explore the craft of writing comedy, the history of stand-up comedy, and comedy performance elements. Students will analyze and critique contemporary comics, participate in a field trip to a comedy show, and perform their routines to a live audience at YCCC.

WEB 131 - Web Page Development

3 credits/3 contact hours

This course explores the basics of developing a web site through all stages from planning through creation to implementation. Course topics include how to structure and design an effective web site: writing HyperText Markup Language to display content and allow interactivity; production and incorporation of graphics and multimedia elements; putting a site online; and ways to promote a web site.

WEB 133 - Web Page Programming

3 credits/3 contact hours

This course extends student knowledge of web site design using JavaScript. Students acquire a foundation in JavaScript techniques and create useful scripts for customized and dynamic web pages. Working in a web-programming environment, students learn to write, compile and execute object-oriented JavaScript programs including both applets and stand-alone applications. Prerequisite: WEB 131

WEB 140 - Web Graphics

3 credits/3 contact hours

This course will teach students the design concepts and skills required to create and modify effective Web graphics using Photoshop, ImageReady, and Flash. Topics include: graphic formats, color palettes, compression, text as graphics, image slicing, image optimization, and animation. Course concepts and skills are learned through hands-on exercises and projects. Students will create original backgrounds, banners, navigation and other design elements, as well as advanced graphics such as rollovers, fly-out menus, gif animation, and Flash movies. Prerequisites: WEB 130 and MUL 110

WEB 211 - Web Site Programming

3 credits/3 contact hours

This course builds on the student's programming skills and background providing the student with an overview of web server management and functionality, and an exploration of server-side scripting. This course emphasizes the use of ASP (Active Server Pages) for web site management. Other topics include current technologies such as PERL, PHP, and JSP. Students explore new and emerging web technologies. Prerequisite: WEB 133 or CIS 131

WEB 220 - Professional Web Development

3 credits/3 contact hours

Students develop web sites by focusing on the tools and development processes used by professionals. Students complete advanced interactive web projects starting with client needs analysis, concept creation, and deployment of a full-function web site. Planning, documentation, aesthetic design, usability, and effective communication are emphasized through a series of projects. Prerequisite: WEB 211