

2013-2014

UNDERGRADUATE
CATALOG

MERCY
COLLEGE



2013–2014

Undergraduate Catalog

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While every effort has been made to ensure the accuracy of the information in this catalog at printing, Mercy College reserves the right to alter its degree requirements, regulations, procedures, and course offerings. The most up-to-date information can be found in the online catalog, available on Mercy Connect.

A Mercy College Education

Mercy College is a private, nonprofit institution, providing an engaging learning experience for students and offering more than 90 academically challenging undergraduate and graduate programs within five schools: Business, Education, Health and Natural Sciences, Liberal Arts, and Social and Behavioral Sciences. The main campus is located just outside of New York City in Dobbs Ferry, on the picturesque Hudson River, with additional campus locations in the Bronx, Manhattan and Yorktown Heights. Proud to be ranked as one of the most affordable, nonprofit private institutions in the country, Mercy College is committed to preparing an increasing number of students for rewarding, in-demand careers. The College's rigorous programs and comprehensive support services provide students with a strong foundation for academic and future success. The Mercy College faculty is dedicated to the scholarship of teaching. Mercy College professors include Fulbright Scholars, published authors and national authorities in their fields.

Mission Statement

Mercy College is committed to providing motivated students the opportunity to transform their lives through higher education by offering liberal arts and professional programs in personalized and high-quality learning environments, thus preparing students to embark on rewarding careers, to continue learning throughout their lives and to act ethically and responsibly in a changing world.

Mercy College History

Founded by the Sisters of Mercy in 1950, Mercy College became a four-year college offering programs leading to the baccalaureate degree in 1961. The College was accredited by the Middle States Association's Commission on Higher Education in 1968. In the next half-decade, Mercy College boldly set a course for its future with a series of actions including declaring itself independent and coeducational. In addition, it doubled the size of the existing physical plant and initiated the first of many community outreach efforts.

Mercy College's innovative spirit soared in the 1970s when it broadened its outreach through the establishment of extension centers and branch campuses throughout communities in Westchester County and New York City. This expansion enhanced the College's reach into the traditional college market and positioned the College on the leading edge of higher education for those who were the first generation in their families to seek college degrees and the adult student market.

Always seeking ways to expand academic and career opportunities for its students, Mercy College was authorized to offer its first graduate program (in nursing) in 1981. Since then, 30 diverse graduate programs have been introduced, and in 2006, the College was granted authorization to offer its first doctoral program (in physical therapy). Mercy College has become one of the regional leaders in the preparation of health care professionals as well as a leading provider of teacher education preparation for the New York City Schools and the surrounding communities.

The college expanded its offerings to include online programs in the 1990s, and was soon granted the ability to offer entire degree programs online. Thousands of Mercy College students take one or all of their courses online through the more than 40 undergraduate and graduate programs offered.

At the heart of Mercy College is its dedication to the motivated student, and the college's commitment to quality, student support, and affordability — as well as innovation — remains as strong today as ever.

Campuses and Online

The main campus of Mercy College is located on the scenic Hudson River in picturesque Dobbs Ferry with additional branch campus locations in the Bronx, Manhattan and Yorktown Heights, making the educational process convenient and accessible to students throughout the New York metropolitan area.

Mercy Online offers students an accessible and convenient way to learn. No matter where students are located, they may take courses, or complete entire degrees, online. At Mercy College, there is no distinction between the expectations of traditionally taught classes and online classes.

The benefits are:

1. **Affordability.** Eliminate transportation time and expenses.
2. **Flexibility.** You set your schedule for success.
3. **24/7 Accessibility.** Study anywhere at any time.

Learn more about Mercy Online at www.mercy.edu/mercyonline.

Mercy College is accredited by the Middle States Commission on Higher Education and registered by the New York State Education Department. Mercy Online currently offers more than 40 undergraduate and graduate degrees entirely online. Students also may satisfy their General Education curriculum requirements online. Mercy Online has been accepted as a member of Apple's iTunes U.

Libraries

The Mercy College libraries serve students, faculty, staff and alumni of the College. Members of the general community are also welcome for in-library use of the resources. The main library at the Dobbs Ferry Campus holds the majority of collections and supplements those at three branch campus libraries (Bronx, Manhattan and Yorktown Heights) through a timely shipping and delivery system. All library facilities afford space for collaborative or concentrated learning and easy accessibility to library holdings and services. Librarians are available to provide research assistance, consultations and information literacy instruction. Library resources are available in many formats including books, e-books, journals, newspapers and audiovisual. Desktop computers, laptops and wireless network provide access to the libraries' online catalogs, electronic databases and Internet resources to support the College's on-site and distance education programs. Off-site users have access to the libraries' online catalogs, e-books and databases through the Mercy College libraries' website at <https://www.mercy.edu/academics/libraries/>.

Information resources are selected for quality and their ability to support the total curriculum and selected research areas. The libraries' total collection includes over 125,000 print volumes and over 43,000 e-book titles. Twenty-three thousand electronic journals and e-journal subscriptions are available in full-text through the libraries' databases. The Yorktown Heights Campus Library is a partial depository of United States government publications. The libraries' resources are cataloged using OCLC, the major bibliographic utility in the nation, and KOHA, the libraries' integrated online library system. The collection is arranged according to the Library of Congress classification system. The libraries have in place a variety of resource sharing arrangements for both electronic and print resources with other libraries and library systems, principally through WALDO (Westchester Academic Library Directors Organization) and METRO (Metropolitan New York Library Council). Materials at other libraries can be requested through Interlibrary Loan; most arrive in a week to ten days, free of charge. Comments from students, faculty and other library users are welcome and useful to the libraries as they continue to enhance the services, systems and collection of physical and electronic resources.

Computer Facilities

Mercy College has an ongoing commitment to excellence in technology and continues to improve both the technology infrastructure and services to its community. The Mercy College website, <http://www.mercy.edu>, includes a secure online Admissions application. The College has 26 student labs and computer classrooms that provide a foundation for technology-based instruction. Each lab has approximately 20 computers. Wireless Internet access is available at the Dobbs Ferry, Manhattan and Bronx campuses and is being phased in at the Yorktown Heights campus.

The Mercy College intranet, Mercy Connect, provides access to online learning, email, discussion list, chat and Web-based services such as registration, advising, grades, tuition payment, financial aid and degree audit. Upon admission, all students are assigned a college email address and are expected to use both their email and the Web-based services as an integral part of their college experience. Many official communications from Mercy College are sent via email.

Email

Mercy College considers the College's email system, along with the United States Postal Service, as an official means of communication. Mercy College will consider employees and students to be duly informed and in receipt of notifications and correspondences sent by a college administrator, staff, or faculty member when delivered to an employee's or a student's college email account. It is recommended that employees and students frequently access their college-assigned email account for official information. Individuals may choose to have their @mercy.edu or their @mercymavericks.edu email accounts forwarded to an off-campus account. Such individuals, however, are responsible for managing their disk quota such that there is room for new mail to arrive and for forwarding their Mercy email account to a functioning alternative email address. The College is not responsible for delivery problems to non-official email accounts.

Center for Academic Excellence

Learning Centers at Mercy College are designed to support and enhance the teaching and learning process at the College. The primary goal of the Learning Centers is to help students become self-sufficient, lifelong learners by offering academic support in an efficient, effective and convenient manner. The services are open to all Mercy College students, not only to those who are having difficulties, but also to students who want to improve or enhance their learning skills. Learning Centers are available at all campuses. For further information, please call the Learning and Assessment Services at 914-674-7402.

Institutional Review Board for Research Involving Human Participants

Mercy College is committed to the ethical treatment of human participants engaged in research. All Mercy College faculty, students and employees wishing to engage in research are responsible for compliance with the College's Institutional Review Board (IRB) policies. The Mercy College IRB reviews each research proposal and consent process in order to safeguard the rights and welfare of human participants. It must determine that each study conforms to ethical standards including: a reasonable balance of risks and anticipated benefits; adequate provisions for informed consent; and equitable selection of participants. Copies of the "Guidelines for Submitting A Proposal For Research Projects Involving Human Participants" may be obtained online through Mercy Connect. There is also information and resources regarding the IRB Guidelines at the Reserve Reading Desk of the Dobbs Ferry Campus library and online. All research proposals must be submitted to the IRB chairperson by the first of the month. For further information, please contact the chairperson through email at mcirb@mercy.edu.

School of Business

Ed Weis, Ph.D., J.D., CPA, *Dean*
Christopher Salute, M.B.A., *Assistant Dean*

DEPARTMENT OF BUSINESS

Curt Abel, M.B.A., Ph.D., *Chair*

Business Administration* with specializations in:

Entrepreneurship, Finance, General Business, International Business,
Management, Marketing and Sport Management

Corporate and Homeland Security*

Organizational Management*

Dual Degree In Business (BS/M.B.A.)

DEPARTMENT OF ACCOUNTING

Denise Stefano, M.B.A, CPA, *Chair*

General Accounting

General Accounting with specializations in:

Computers & Information Systems, Financial Accounting and Taxation

Management Accounting

Public Accounting (B.S.)

Public Accounting: Dual Degree in Accounting (B.S./M.S.)

**Program also offered online*

HONOR SOCIETY

Delta Mu Delta

Business Honors Program

Christopher Salute, M.B.A., *Director*

The Director of the Business Honors Program is responsible for the advising of Business Honors Students, Business Honors class scheduling and working with all Business Honors faculty to select and implement co-curricular activities and executive experiences that will complement the Business Honors in-class curriculum. Admittance to the program requires a 90+ GPA, a recommendation letter from a high school teacher or guidance counselor and a proven track record of leadership. With a cap of 40 students, all Business Honors students must complete an in-person interview with the Director. In addition to the benefits of the Mercy College Honors Program, benefits include small class sizes, one-on-one executive mentoring and networking opportunities with Fortune 500 companies. Please contact Christopher Salute at csalute@mercy.edu with any questions, comments, or concerns about the Business Honors Program at Mercy College.

ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAM

BUSINESS

ASSOCIATE IN APPLIED SCIENCE

General Education Requirements	24 credits*
Business Core Courses	27 credits **
Business/General Education Electives	9 credits
TOTAL.....	60 credits

Students who choose the Associate in Applied Science in Business must complete:

GENERAL EDUCATION REQUIREMENTS

ECON 220	Macro-Economics
ECON 221	Micro-Economics
ECON 230	Ethics: The Corporate Community in Society
ENGL 109	Fundamentals of Exposition
ENGL 110	Elements of Exposition
MATH 116	College Algebra
MATH 120	Introduction to Computers
SPCM 110	Oral Communication

BUSINESS CORE

ACCT 120	Introduction to Financial Accounting
ACCT 121	Introduction to Management Accounting
FINC 235	Financial Management
INBU 250	International Business
BLAW 240	Business Law I
MGMT 225	Principles of Management
MGMT 255	Information Systems for Management ^(cc)
MGMT 340	Organizational Behavior
MKTG 220	Principles of Marketing

BUSINESS / GENERAL EDUCATION ELECTIVES

Students choose any three courses for which they have prerequisites. Students who anticipate continuing toward a four-year degree will be advised to use their electives to fulfill General Education Requirements.

NOTE:

A minimum of at least 30 credits must be taken in residence at Mercy College for the Associate in Applied Science in Business Degree.

* To enter the Associate in Applied Science Degree in Business Program a student must place into ENGL 109. If the student places into ENGL 111 then he/she may take ENGL 111 & ENGL 112 for the General Education requirement instead of ENGL 109 & ENGL 110.

** At least 15 credits in the business core must be taken in residence at Mercy College.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: **ENTREPRENEURSHIP**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Entrepreneurship must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION*

ENTR 300 Introduction to Entrepreneurship

ENTR 310 Entrepreneurial Marketing

ENTR 320 Entrepreneurial Finance

ENTR 400 New Ventures I

ENTR 410 New Venture II

MGMT 460 Strategic Management (senior-level capstone course)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization which must be satisfied by Business Administration courses numbered 295 or above.

• Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration BUSINESS ADMINISTRATION

With Specialization: FINANCE

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business with a specialization in Finance must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

TRACK I*

Finance/Accounting

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

ACCT 250 Cost Accounting

FINC 449 Problems in Financial
Management

MGMT 460 Strategic Management
(senior level capstone course)

FINC 450 Applied Research Analysis
in Finance (mandatory for
specialization)

and one of the following five courses:

ECON 344 Money and Banking

FINC 330 Corporate Finance

FINC 345 Financial Statement Analysis

FINC 442 Investment Management

INBU 447 International Finance

TRACK II*

Finance/Economics

Choose four of the following six courses

ECON 344 Money and Banking

FINC 330 Corporate Finance

FINC 345 Financial Statement Analysis

FINC 442 Investment Management

FINC 449 Problems in Financial
Management

INBU 447 International Finance
and

FINC 450 Applied Research Analysis in
Finance (mandatory for
specialization)

MGMT 460 Strategic Management
(senior-level capstone course —
mandatory)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above, or Accounting courses numbered 240 or above.

* Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: GENERAL BUSINESS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in General Business must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION*

Four additional courses numbered 295 or higher selected from Accounting (ACCT), Finance (FINC), International Business (INBU), Management (MGMT), Marketing (MKTG), or Sport Management (SPMG),

and

MGMT 450 Applied Research Analysis in Management (mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above, or Accounting courses numbered 240 or above.

• Students who do not have full-time jobs should try to use their open electives for internships.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: INTERNATIONAL BUSINESS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in International Business must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION*

POLS 370 International Relations

INBU 375 International Marketing

INBU 444 International Management

INBU 447 International Finance

and

INBU 450 Applied Research Analysis in International Business (mandatory for specialization)

MGMT 460 Strategic Management (senior level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above.*

• *Students who do not have full-time jobs should try to use their open electives for internship.*

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: MANAGEMENT

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Management must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (Choose any four courses below)

INBU 444 International Management

MGMT 345 Organizational and Industrial Psychology

MGMT 446 Human Resource Management

MGMT 465 Entrepreneurship

MKTG 348 Sales Management

MKTG 442 Marketing Management

and

MGMT 450 Applied Research Analysis in Management (mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above.

• Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: **MARKETING**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization..... 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Marketing must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (select four of the following five courses)

INBU 375 International Marketing

MKTG 344 Advertising

MKTG 348 Sales Management

MKTG 440 Marketing Research

MKTG 442 Marketing Management

and

MKTG 450 Applied Research Analysis in Marketing (mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above.

• Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: SPORT MANAGEMENT

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Sport Management must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (select four of the following six courses)

SPMG 300 Foundations of Sport Management

SPMG 330 Sport Marketing

SPMG 336 Sport Law

SPMG 430 Sport Facility and Event Management

SPMG 432 Sport Finance and Administration

SPMG 434 Sport and Society

and

SPMG 450 Applied Research Analysis in Sport Management (mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* There is a 15-credit residency requirement in the specialization, which must be satisfied by Business Administration courses numbered 295 or above.

• Students who do not have full-time jobs should try to use their open electives for internship.

Dual Degree in BUSINESS ADMINISTRATION (B.S./M.B.A.)

In five years of full-time study, students earn a B.S. in Business Administration with specialization in General Business and an M.B.A. The program admission is competitive and it is focused on highly motivated freshman and eligible transfers who have maintained a 3.0 GPA (or equivalent) in both high school and college. Students who are admitted to this program must meet with the Undergraduate Business Administration Chair before enrolling in courses since the program requires a prescribed course sequencing in order to complete the program in five years.

This program is designed to allow students to enter Mercy College as an undergraduate, and by following a very specific curriculum, graduate in summer of the fourth year with a B.S. in Business Administration degree. With an additional year of prescribed graduate study, students will be able to earn an M.B.A. This is accomplished by following a prescribed sequence of courses in the undergraduate B.S. in Business Administration degree program, which waives the 24-credit M.B.A. general business core. Twelve graduate credits in the M.B.A. program count toward both the B.S. and M.B.A. degrees.

The following pairs of undergraduate courses, if completed successfully, will waive the M.B.A. course listed:

ACCT 120 and ACCT 121	waive MBAA 501
FINC 235 and FINC 300	waive MBAA 502
MKTG 220 and MKTG upper-level course	waive MBAA 504
ECON 220 and ECON 221	waive MBAA 505
Math 116 and ECON 125	waive MBAA 507
INBU 250 and INBU 300 upper-level course	waive MBAA 509
MGMT 225 and MGMT 340	waive MBAA 530
ECON 210 and ECON 410	waive MBAA 535

Admission Requirements:

Highly motivated freshman and eligible transfers who have maintained a 3.0 GPA (or equivalent) in both high school and college may apply for the program. In the fall of their fourth year, students in the B.S./M.B.A. program will be evaluated by the Graduate and Undergraduate Business Administration Chairs for a review of their continued qualifications and matriculation to the M.B.A. program. Students must have a 3.0 overall and major GPA to matriculate to the M.B.A. program in the fourth year spring quarter. Those students who do not meet the GPA requirement will complete 12 credits of open electives in the fourth year spring semester and exit the B.S./M.B.A. program and graduate with a B.S. in Business Administration with specialization in General Business degree in May of the fourth year.

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting
ACCT 121 Introduction to Management Accounting
FINC 235 Financial Management
INBU 250 International Business
BLAW 240 Business Law I
MGMT 225 Principles of Management
MGMT 255 Information Systems for Management
MGMT 340 Organizational Behavior
MKTG 220 Principles of Marketing

SPECIALIZATION*

ECON 410 Advanced Business Communication
FINC 300 Corporate Finance
INBU 295 or higher course
MKTG 295 or higher course
MGMT 450 Applied Research Analysis in Management (mandatory for specialization)
MGMT 460 Strategic Management (senior-level capstone course — mandatory).

* *There is a 15-credit residency requirement in the specialization, which must be satisfied by Business courses numbered 295 or above, or Accounting courses numbered 240 or above.*

* *Students who do not have full-time jobs should try to use their open electives for internships.*

OPEN ELECTIVES ‡

Any five courses

‡ *Students admitted to the M.B.A. portion of the B.S./M.B.A. program will take four M.B.A. courses in the spring of their fourth year. These four courses will count toward the completion of both the B.S. and M.B.A. degrees. Additionally, these students must take one undergraduate open elective course prior to spring of the fourth year of study.*

‡ *Students who are not admitted to the M.B.A. portion of the B.S./M.B.A. program will take any five undergraduate open elective courses to complete the B.S. in Business Administration with a specialization in general business.*

Students who are enrolled in the M.B.A. portion of the B.S./M.B.A. program must complete the following graduate courses:

MBAA 601 Quantitative Methods in Business Research
MBAA 602 Managerial Economics (counts for both B.S. and M.B.A. degrees)
MBAA 604 Operations Management or FINC 742 Financial Statement Analysis
MBAA 605 Business, Government and Society (counts for both B.S. and M.B.A. degrees)
and

Four MBBA 700 level specialization courses (two of which count toward the B.S. and M.B.A. degrees)

MBAA 810 or 815

MBAA 811 or 816

If the 815/816 capstone track is taken, student must complete one additional MBAA 700-level course.

Major Concentration

CORPORATE AND HOMELAND SECURITY

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

(ECON 210, 230, SOCL 101, 212, and PSYN 101 are prerequisites for the major and must be used to fulfill general education requirements)

Major Concentration

Core 21 credits

Concentration Courses..... 24 credits

Open Electives..... 15 credits

Total 120 credits

Students who choose the major concentration in Corporate and Homeland Security must complete:

CORE

CHSC 120 Investigative Techniques and Reporting

CHSC 140 Introduction to Homeland Security, Public Safety and Terrorism^(cc)

CHSC 235 Foundations of Risk Management

CHSC 245 Legal Aspects of Security Management

IASP 230 or 330 Introduction to Cybersecurity or Disaster Recovery /Business Continuity

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

CORPORATE AND HOMELAND SECURITY*

CHSC 315 Terrorism

CHSC 325 Personnel & Physical Property Security

CHSC 345 Corporate Security for the National Infrastructure

CHSC 350 Security Crisis Management

CHSC 435 Advanced Risk Management

CHSC 445 Homeland Defense Structures: The National Incident Management System

MGMT 340 Organizational Behavior

SOCL 255 Managing Human Conflict I

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major concentration of Corporate and Homeland Security, which must be satisfied by Corporate and Homeland Security (CHSC) courses.*

CERTIFICATE PROGRAM

Students are required take CHSC 140, 235, 245, and pick two electives from CHSC 315, 325, 350, 445 for a total of **15 credits**.

Major Concentration:
ORGANIZATIONAL MANAGEMENT

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Organizational Management 24 credits

Open Electives** 36 credits

Total 120 credits

Students who choose the major concentration in Organizational Management must complete:

MODULE 1 — Establishing Values

FINC 340 Information Sources and Systems

PSYN/SPCM 250 Psychology of Communication*

PSYN 280 Philosophy and the Social Sciences*

PSYN 310 Career/Life Assessment and Ethics

MGMT 490 Integrative Project - Part I

MODULE 2 — Assessing Opportunities

ECON 225 The Economic Environment*

ECON 430 The International Dimension*

MKTG 445 Market Assessment

SOCL 420 Society and Social Change: Science and Technology

MODULE 3 — Effecting Change

HUMN 320 Interdisciplinary Humanities*

MGMT 425 Managerial Behavior—Leading in Modern Organizations

MGMT 465 Entrepreneurship

MGMT 495 Integrative Project - Part II

There is an 18-credit residency requirement in the major concentration of Organizational Management.

* These courses fulfill Liberal Arts and Sciences requirements.

** Students who have open electives to fulfill can obtain up to 30 credits through credit for Life Achievement.

ASSOCIATE IN SCIENCE DEGREE PROGRAM

ACCOUNTING

ASSOCIATE IN SCIENCE [†]

General Education Requirements*	24 credits
Business/Accounting Core Courses	30 credits
Business/General Education	
Electives.....	6 credits
Total	60 credits

Students who choose the Associate in Science in Accounting must complete:

GENERAL EDUCATION REQUIREMENTS

CISC/Math 120 Introduction to Computers & Application Software
 ECON 220 Macro-Economics
 ECON 221 Micro-Economics
 ECON 230 Ethics: The Corporate Community in Society
 ENGL 109 Fundamentals of Exposition**
 ENGL 110 Elements of Exposition**
 MATH 116 College Algebra
 SPCM 110 Oral Communication

BUSINESS CORE*

ACCT 120 Introduction to Financial Accounting
 ACCT 121 Introduction to Management Accounting
 FINC 235 Financial Management
 BLAW 240 Business Law I
 MGMT 225 Principles of Management
 MKTG 220 Principles of Marketing

ACCOUNTING CORE*

ACCT 240 Intermediate Accounting I
 ACCT 241 Intermediate Accounting II^(cc)
 ACCT 250 Cost Accounting
 ACCT 261 Computer Applications for Accountants

BUSINESS/GENERAL EDUCATION ELECTIVES

Students choose any two courses for which they have prerequisites. Students who anticipate continuing toward a four-year degree will be advised to use their electives to fulfill General Education requirements and/or Business Core courses.

[†] A minimum of at least 30 credits must be taken in residence at Mercy College for the Associate in Science in Accounting Degree.

** Completion of ENGL 111 AND ENGL 112 will satisfy the requirements for ENGL 109 AND ENGL 110 in this program.

* At least 18 credits in the Business/Accounting core must be taken in residence at Mercy College.

Major Concentration **GENERAL ACCOUNTING**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core 24 credits

General Accounting 21 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in General Accounting must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

GENERAL ACCOUNTING*

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

MGMT 460 Strategic Management^(co) (senior-level capstone course)

and any three additional Accounting (ACCT) courses except ACCT 380 or ACCT 381, Internship in Accounting I or II

and any one additional Accounting (ACCT), Finance (FINC), Management (MGMT), International Business (INBU), and/or Marketing (MKTG) course.

OPEN ELECTIVES

Any five courses

* *The College's 15-credit residency requirement in the major concentration of General Accounting must be met with 12 credits in Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381, plus Management (MGMT) 460 (senior-level capstone course).*

The major concentration in General Accounting meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

The major concentration in General Accounting does not meet the educational requirements for candidates applying to take the Certified Public Accountant (CPA) Examination.

Major Concentration GENERAL ACCOUNTING

With Specialization: COMPUTER and INFORMATION SYSTEMS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core 24 credits

General Accounting and Specialization 24 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in General Accounting with a specialization in Computers and Information Systems must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial Accounting
ACCT 121 Introduction to Management Accounting
FINC 235 Financial Management
INBU 250 International Business
BLAWS 240 Business Law I
MGMT 225 Principles of Management
MGMT 340 Organizational Behavior
MKTG 220 Principles of Marketing

SPECIALIZATION

ACCT 261 Computer Applications for Accountants
ACCT 410 Accounting Information Systems
and one of the following courses:
CISC 219 Web Design I
CISC 220 Database Applications
CISC 257 Computer Network I

OPEN ELECTIVES

Any four courses

GENERAL ACCOUNTING*

ACCT 240 Intermediate Accounting I
ACCT 241 Intermediate Accounting II
MGMT 460 Strategic Management^(cc)
(senior-level capstone course)

Any two additional Accounting (ACCT) courses except ACCT 380 or ACCT 381, Internship in Accounting I or II.

* The College's 15-credit residency requirement in the major concentration of General Accounting with a Specialization in Computers and Information Systems must be met with 12 credits in Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381 and Management (MGMT) 460 (senior-level course).

The major concentration in General Accounting with a Specialization in Computers and Information Systems meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

The major concentration in General Accounting with a Specialization in Computers and Information Systems does not meet the educational requirements for candidates applying to take the Certified Public Accountant (CPA) Examination.

Major Concentration GENERAL ACCOUNTING

With Specialization: FINANCIAL ACCOUNTING

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core..... 24 credits

General Accounting and Specialization..... 24 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in General Accounting with a specialization in Financial Accounting must complete:

BUSINESS CORE

- ACCT 120 Introduction to Financial Accounting
- ACCT 121 Introduction to Management Accounting
- FINC 235 Financial Management
- INBU 250 International Business
- BLAW 240 Business Law I
- MGMT 225 Principles of Management
- MGMT 340 Organizational Behavior
- MKTG 220 Principles of Marketing

and any two additional Accounting (ACCT) courses except ACCT 380 or ACCT 381, Internship in Accounting I or II.

SPECIALIZATION

- ACCT 320 Governmental, Not-for-Profit and Other Special Topics
- ACCT 330 Advanced Accounting and one of the following courses:
- FINC 345 Financial Statement Analysis
- FINC 442 Investment Management

GENERAL ACCOUNTING*

- ACCT 240 Intermediate Accounting I
- ACCT 241 Intermediate Accounting II
- MGMT 460 Strategic Management^(cc)
(senior-level capstone course)

OPEN ELECTIVES

Any four courses

* The College's 15-credit residency requirement in the major concentration of General Accounting with a Specialization in Financial Accounting must be met with 12 credits in with Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381 plus Management (MGMT) 460 (senior-level capstone course).

The major concentration in General Accounting with a Specialization in Financial Accounting meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

The major concentration in General Accounting with a Specialization in Financial Accounting does not meet the educational requirements for candidates applying to take the Certified Public Accountant (CPA) Examination.

Major Concentration GENERAL ACCOUNTING

With Specialization: TAXATION

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core..... 24 credits

General Accounting and Specialization..... 24 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in General Accounting with a specialization in Taxation must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial Accounting
ACCT 121 Introduction to Management Accounting
FINC 235 Financial Management
INBU 250 International Business
BLAWS 240 Business Law I
MGMT 225 Principles of Management
MGMT 340 Organizational Behavior
MKTG 220 Principles of Marketing

And any two additional Accounting (ACCT) courses except ACCT 380 or ACCT 381, Internship in Accounting I or II.

SPECIALIZATION

ACCT 340 Introduction to Federal Income Taxation
ACCT 341 Advanced Federal Income Taxation
and one of the following courses:
FINC 345 Financial Statement Analysis
BLAW 340 Business Law II

GENERAL ACCOUNTING*

ACCT 240 Intermediate Accounting I
ACCT 241 Intermediate Accounting II
MGMT 460 Strategic Management^(cc)
(senior-level capstone course)

OPEN ELECTIVE

Any four courses

* The College's 15-credit residency requirement in the major concentration of General Accounting with a Specialization in Taxation must be met with 12 credits in Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381 plus Management (MGMT) 460 (senior level capstone course).

The major concentration in General Accounting with a Specialization in Taxation meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

The major concentration in General Accounting with a Specialization in Taxation does not meet the educational requirements for candidates applying to take the Certified Public Accountant (CPA) Examination.

Major Concentration MANAGEMENT ACCOUNTING

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core..... 24 credits

Management Accounting..... 30 credits

Open Electives 6 credits

Total 120 credits

Students who choose the major concentration in Management Accounting must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

ACCT 340 Introduction to Federal Income Taxation

ACCT 341 Advanced Federal Income Taxation

ACCT 410 Accounting Information Systems

ACCT 450 Advanced Management Accounting (or ACCT 330

Advanced Accounting or ACCT 420 Auditing or ACCT 430 Topics from Professional Examinations in Accounting)

MGMT 460 Strategic Management^(cc)
(senior level capstone course)

MANAGEMENT ACCOUNTING*

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

ACCT 250 Cost Accounting

ACCT 261 Computer Applications for Accountants

ACCT 320 Governmental, Not-for-Profit and Other Special Topics

OPEN ELECTIVES

Any two courses

* The College's 15-credit residency requirement in the major concentration of Management Accounting must be met with 12 credits in Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381 plus management (MGMT) 460 (senior-level capstone course).

The major concentration in Management Accounting meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

The major concentration in Management Accounting does not meet the educational requirements for candidates applying to take the Certified Public Accountant (CPA) Examination.

Major Concentration PUBLIC ACCOUNTING

The stand-alone B.S. in Public Accounting Program is not a Certified Public Accountant (CPA) licensure-qualifying program in New York State. The Combined B.S./M.S. in Public Accounting is the only 150-credit-hour CPA licensure-qualifying program at Mercy College. (See catalog description for details.)

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core 21 credits

Public Accounting 36 credits

Open Electives 3 credits

Total 120 credits

Students who choose the major concentration in Public Accounting must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial
Accounting

ACCT 121 Introduction to Management
Accounting

FINC 235 Financial Management

BLAW 240 Business Law I

BLAW 340 Business Law II

MGMT 225 Principles of Management

MGMT 340 Organizational Behavior

ACCT 320 Governmental, Not-for-Profit
and Other Special Topics

ACCT 330 Advanced Accounting

ACCT 340 Introduction to Federal
Income Taxation

ACCT 341 Advanced Federal Income
Taxation

ACCT 410 Accounting Information
Systems

ACCT 420 Auditing

ACCT 430 Topics from Professional
Examinations in Accounting

MGMT 460 Strategic Management^(cc)
(senior-level capstone course)

PUBLIC ACCOUNTING*

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

ACCT 250 Cost Accounting

ACCT 261 Computer Applications for
Accountants

OPEN ELECTIVE

Any one course

* The College's 15-credit residency requirement in the major concentration of Public Accounting must be met with 12 credits in Accounting (ACCT) courses numbered 240 or higher, excluding ACCT 380 and ACCT 381, plus Management (MGMT) 460 (senior-level capstone course).

The major concentration in Public Accounting meets the educational requirements for candidates applying to take the Certified Management Accountant (CMA) Examination.

Dual Degree in **PUBLIC ACCOUNTING (B.S./M.S.)**

Purpose

The 150-hour Combined B.S./M.S. in Public Accounting Program is for highly qualified students who wish to enter the profession of Public Accountancy. The Combined B.S./M.S. in Public Accounting is the only 150-credit-hour CPA licensure-qualifying program commencing at the undergraduate level at Mercy College. Upon completion of the Combined Program, students will meet the academic requirements for admission to the CPA Examination in New York State and will satisfy the licensure requirements with one year of professional experience.

Objectives

Graduates of the Combined Program are prepared for employment in a dynamic profession. Undergraduate students are equipped with a strong liberal arts foundation, and a professional accounting and business curriculum. Graduate students experience an integration of advanced accounting research and studies in graduate business courses, which provide depth and breadth to the learning experience.

Admission Requirements

Requirements for matriculation and admission into the Combined B.S./M.S. in Public Accounting:

A. Undergraduate Program Admission:

1. Undergraduate students enroll in the B.S. Public Accounting Program.
2. Students must maintain an overall and accounting GPA of 3.0 or higher throughout their undergraduate studies.
3. After completion of the 300-level Accounting courses, students who meet the 3.0 GPA requirement may be eligible to switch majors to the Combined B.S./M.S. in Public Accounting Program after an interview with and the written permission of the Accounting Department Chairperson.
4. Accounting credits more than five years old may not be accepted in transfer in fulfillment of the major; they may only be used for elective credits. Foreign accounting transfer credits are generally not accepted. Contact the Accounting Department Chairperson for more information.

B. Graduate Program Admission:

1. During the last year of undergraduate study, students who have an overall and Accounting GPA of 3.0 or higher meet with the Accounting Department Chairperson to switch majors to the Combined B.S./M.S. Public Accounting degree. Students who meet graduate admission criteria will matriculate into the graduate portion of the Combined B.S./M.S. Public Accounting Program. Program continuation will be granted to candidates who show promise of success in graduate studies. An interview with the Accounting Department Chairperson is required.

Curriculum

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, 230, MATH 116 and MATH/CISC 120 are prerequisites for the major and must be used to fulfill general education requirements.

Business Core 21 credits

Public Accounting 36 credits

Open Electives 3 credits

Total Bachelor of Science 120 credits

MASTER OF SCIENCE

Public Accounting 18 credits

Business 12 credits

Total Master of Science 30 credits

Total Combined B.S./M.S. 150 credits

Students who are enrolled in the B.S. in Public Accounting portion of the Combined Program must complete:

BUSINESS CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

BLAW 120 Business Law I

BLAW 340 Business Law II

MGMT 225 Principles of Management

MGMT 340 Organizational Behavior

PUBLIC ACCOUNTING*

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

ACCT 250 Cost Accounting

ACCT 261 Computer Applications for Accountants

ACCT 320 Governmental, Not-for-Profit and Other Special Topics

ACCT 330 Advanced Accounting

ACCT 340 Introduction to Federal Income Taxation

ACCT 341 Advanced Federal Income Taxation

ACCT 410 Accounting Information Systems

ACCT 420 Auditing

ACCT 430 Topics from Professional Examinations in Accounting

MGMT 460 Strategic Management^(cc) (senior-level capstone course)

OPEN ELECTIVE

Any one course

* The College's undergraduate 15-credit residency requirement in the major concentration of Public Accounting must be met with 12 credits in Accounting (ACCT) courses numbered 240 to 450, excluding ACCT 380 plus ACCT 381 plus MGMT 460 (senior-level capstone course).

Students who are enrolled in the M.S. in Public Accounting Portion of the Combined Program must complete:

PUBLIC ACCOUNTING COURSES

- ACCT 510 Global Financial Statement Analysis
- ACCT 520 Contemporary Auditing Issues
- ACCT 530 Advanced Accounting Theory and Applications (Capstone)
- ACCT 540 Advanced Business Entity Taxation
- ACCT 550 Cost Management for Controllership
- ACCT 560 Fraud Examination

BUSINESS COURSES

- FINC 703 Corporate Financial Policy or
- FINC 710 Corporate Mergers and Acquisitions
- MBAA 504 Marketing Systems
- MBAA 535 Communication Processes
- MBAA 602 Managerial Economics

The Accounting Program

Certified Management Accountant (CMA) Professional Examination

Candidates holding any accounting baccalaureate degree generally meet the educational requirements to take the CMA Examination. Students can prepare for the CMA Examination by enrolling in one of the B.S. in General Management Accounting Degree Programs.

Certified Public Accountant (CPA) Professional Examination

The Combined B.S./M.S. in Public Accounting is a 150-hour CPA licensure-qualifying program. Students who complete this program are eligible to sit for the CPA examination and become licensed in New York State with one year of appropriate professional experience.

The faculty recommends that students earn at least a grade of C+ in all accounting courses before continuing.

Accounting Program policy prohibits making any exceptions to corequisite or prerequisite requirements, except upon written application to the Accounting Department Chairman from non-matriculated students with relevant experience.

Because of the nature of the subject and the availability of advance schedules, tutorials are not offered for accounting courses.

SELECTION GUIDE FOR ACCOUNTING DEGREES

	BS General Accounting Degrees	Management Accounting Degrees	Public Accounting Degrees	Combined B.S./M.S. in Public Accounting
Next Career Objective, and Preparatory Degrees				
Graduate-level academic work	Yes	Yes	Yes	Yes
Non-accounting position in business where a knowledge of accounting is desirable	Yes	Yes	Yes	Yes
Accounting position in small or medium-size business	Yes	Yes	Yes	Yes
Professional accountant in the management accounting functions of business	No	Yes	Yes	Yes
Professional Examinations in Accounting				
Certified Management Accountant (CMA) Graduates eligible to take the exam	Yes	Yes	Yes	Yes
Graduates prepared to pass all parts of the CMA exam with reasonable review	Yes	Yes	Yes	Yes
Certified Public Accountant (CPA) Graduates eligible to take the exam	No	No	No	Yes
Graduates prepared to pass all parts of the exam with reasonable review	No	No	No	Yes
Locations and Times These Degrees are Offered				
Dobbs Ferry Campus (B.S.)				
16-week day A Terms	Yes	Yes	Yes	Yes
Dobbs Ferry Campus (M.S.)				
10-week evening Q Terms	No	No	No	Yes
Bronx Campus (B.S.)				
8-week evening B and C Terms	Yes	Yes	Yes	No
Semester Hour Credits				
Credits required to graduate	120	120	120	120/30
Credits required in accounting courses	21 to 24	30 to 33	36	36/18
Business Core	24	24	21	21
Open elective credits	12 to 15	3 to 6	3	3
Credits of the college's undergraduate 15-credit residency requirement which must be fulfilled by Accounting courses numbered 240 to 450, except ACCT 380 and ACCT 381 plus MGMT 460	15	15	15	15

School of Education

Alfred S. Posamentier, *Ph.D., Dean*

Mary Ellen Hoffman, *M.S., Associate Dean for Administration*

Mary Lou Pagano, *Ed.D., Associate Dean for Academic Affairs*

DEPARTMENT OF CHILDHOOD EDUCATION

Zoila Tazi, *Ph.D., Chair*

Childhood Education

Early Childhood Education: Birth–Grade 2

DEPARTMENT OF SECONDARY EDUCATION

Howard M. Miller, *Ed.D., Chair*

Adolescence Education

DEPARTMENT OF LITERACY AND MULTILINGUAL STUDIES

Mi-Hyun Chung, *Ph.D., Chair*

Bilingual Education Extension

Teaching English to Speakers of Other Languages (TESOL)

Teaching Literacy, Dual Certificate in Birth–Grade 6 and Grades 5–12

DEPARTMENT OF EDUCATIONAL LEADERSHIP

Esther Wermuth, *Ed.D., Chair*

School Building Leadership

DEPARTMENT OF SPECIAL EDUCATION

Christine Lang, *Ph.D., BCBA-D Chair*

Applied Behavior Analysis Program (BCBA)

Teaching Students with Disabilities

Program also offered fully online

EDUCATION PROGRAMS

B.S. and M.S. Program

The Bachelor of Science and Master of Science Degree Program is an academic program that allows students interested in the teaching profession as a career choice to earn both a bachelor's degree and a master's degree in an accelerated venue. Through this special program, qualified students who major in Psychology or Behavioral Science can receive teacher certification in Early Childhood or Childhood Education, and students who major in Biology, English, Mathematics, or Social Studies can receive teacher certification in Adolescence Education as well as Early Childhood or Childhood Education.

A key feature of this program allows students to take up to 15 graduate education credits during their junior and senior years, and these credits can be used toward satisfying their bachelor's as well as their master's degree requirements. Combining undergraduate and graduate degree programs streamlines the teacher preparation program and enables students to achieve teacher certification on an accelerated basis, reducing the time and cost needed to earn a master's degree. In addition, the multiple career options offer students the opportunity to acquire skills and credentials in several teaching specialization areas, thus increasing their employment potential in schools that need teachers to fill multiple and flexible roles.

Admissions Requirements

To be accepted into the B.S. and M.S. program in Education, a student must:

- Be a high school graduate who has earned a New York State Regents Diploma with an 85 average or better.
- or
- Be a high school graduate with a score of 500 or better on the verbal portion of the SAT and 500 or better on the math portion of the SAT or corresponding ACT.
- or
- Place at ENGL 111 and MATH 115 on the Mercy College Placement Exam.

Students must have an earned associate degree in the Liberal Arts with an overall GPA of 3.0. Students must maintain a GPA of 3.0 each semester at Mercy College to remain in the Five-Year Program, and must adhere to the above requirements. An interview is also required.

Students who do not meet the above admission criteria may apply to the dual program upon completion of the 60-credit General Education requirement and completion of at

least 15 credits in their major field of study with a GPA of 3.0 or better. Thirty credits must be taken in residency at Mercy College.

To remain in the Five-Year Program, a student must:

- Maintain a cumulative GPA of at least 3.0 each semester at Mercy College.
- Register for an introductory 3-credit graduate education course in the upper junior year, or upon completion of 75 undergraduate credits with a B or better average.
- Register for 12 credits in graduate education courses in the senior year.
- Pass the LAST within 12 credits of graduate course registration.

Please note that all graduate course descriptions as well as specific teacher certification parameters can be found in the Mercy College Graduate Catalog.

Additionally, all matriculated Mercy College students are required to demonstrate an appropriate level of achievement in each of the six college competencies to ascertain that they can communicate clearly and effectively both orally and in writing. They must also demonstrate their ability to use critical thinking and established methods of computation and use of contemporary technology. This early identification of potential areas of weakness enables students to monitor their progress in developing these skills. As part of this process, students have available to them the full resources of the College's academic support services, including the Learning Center, Career Planning and Placement, and one-on-one tutorials with faculty.

BEHAVIORAL SCIENCE AND EARLY CHILDHOOD EDUCATION, BIRTH-GRADE 2 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Behavioral Science

General Liberal Arts and Science

General Education Requirements 60 credits

Behavioral Science and Early Childhood Education

Undergraduate Courses 45 credits

Early Childhood Education Graduate Courses

 Completed for B.S. degree 15 credits

Total 120 credits

MASTER OF SCIENCE in Early Childhood Education, Birth-Grade 2

Course work completed during B.S. degree 15 credits

Course work completed during M.S. degree 24 credits

Total 39 credits

Total combined B.S. and M.S. 144 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Early Childhood Education, Birth-Grade 2 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes	6
Scientific Processes*	6
Historical and Social Sciences	6
Language other than English	3
Information Retrieval	3
Communications/Humanities/Written Analysis and Expression.....	3
Artistic Expression	3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Behavioral Science section of this catalog listed within the School of Social and Behavioral Sciences.

The Early Childhood graduate courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 513 Introduction to Early Childhood Education: Foundations, Methods and Materials	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 24 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the M.S. degree program. Please see the Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in Behavioral Science and Childhood Education, Birth-Grade 2, is 144 credits.

BEHAVIORAL SCIENCE AND CHILDHOOD EDUCATION, GRADES 1-6 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Behavioral Science

General Liberal Arts and Science

General Education Requirements 60 credits

Behavioral Science and Childhood Education

Undergraduate Courses 45 credits

Childhood Education Graduate Courses

 Completed for B.S. degree 15 credits

Total 120 credits

MASTER OF SCIENCE in Childhood Education, Grade 1-6

Course work completed during B.S. degree 15 credits

Course work completed during M.S. degree 21 credits

Total 36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Childhood Education, Grades 1–6 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes	6
Scientific Processes*	6
Historical and Social Sciences	6
Language other than English	3
Information Retrieval	3
Communications/Humanities/Written Analysis and Expression.....	3
Artistic Expression.....	3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Behavioral Science section of this catalog listed within the School of Social and Behavioral Sciences.

The Childhood Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence.....	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 513 Introduction to Early Childhood Education: Foundations, Methods and Materials	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the master's degree program. Please see the Graduate catalog for course descriptions.

The total credits for B.S. and M.S. degrees in Behavioral Science and Childhood Education, Grades 1–6, is 141 credits.

PSYCHOLOGY AND EARLY CHILDHOOD EDUCATION, BIRTH-GRADE 2 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Psychology

General Liberal Arts and Science	
General Education Requirements	60 credits
Psychology and Early Childhood Education	
Undergraduate Courses	45 credits
Early Childhood Education Graduate Courses	
Completed for B.S. degree	15 credits
Total	120 credits

MASTER OF SCIENCE in Early Childhood Education, Birth-Grade 2

Course work completed during B.S. degree	15 credits
Course work completed during M.S. degree	24 credits
Total	39 credits

Total combined B.S./M.S. 144 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Early Childhood Education, Birth-Grade 2 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes	6
Scientific Processes*	6
Historical and Social Sciences*	6
Language other than English	3
Information Retrieval	3
Communications/Humanities/Written Analysis and Expression.....	3
Artistic Expression	3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Psychology section of this catalog listed within the School of Social and Behavioral Sciences.

The Early Childhood graduate courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 513 Introduction to Early Childhood Education: Foundations, Methods and Materials	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 24 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirement for acceptance into the M.S. degree program. Please see Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in Psychology and Early Childhood Education, Birth-Grade 2, is 144 credits.

PSYCHOLOGY AND CHILDHOOD EDUCATION, GRADES 1-6 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Psychology

General Liberal Arts and Science

General Education Requirements 60 credits

Psychology and Childhood Education

Undergraduate Courses 45 credits

Childhood Education Graduate Courses

Completed for B.S. degree 15 credits

Total 120 credits

MASTER OF SCIENCE in Childhood Education, Grades 1-6

Course work completed during B.S. degree 15 credits

Course work completed during M.S. degree 21 credits

Total 36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Childhood Education, Grades 1-6 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes6

Scientific Processes*6

Historical and Social Sciences6

Language other than English3

Information Retrieval3

Communications/Humanities/Written Analysis and Expression.....3

Artistic Expression3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Psychology section of this catalog listed within the School of Social and Behavioral Sciences.

The Childhood Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives3

EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence3

EDUC 505 Teaching English as a Second Language.....3

EDUC 507 Approaches to Literacy in Early Childhood through Adolescence3

EDUC 513 Introduction to Early Childhood Education: Foundations, Methods and Materials3

The above 15 credits are taken as an undergraduate as part of the B.S. degree program. The remaining 24 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the master's degree program.

Please see the Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in Psychology and Childhood Education, Grades 1-6, is 141 credits.

BIOLOGY AND ADOLESCENCE EDUCATION (GRADES 7-12) (B.S. AND M.S.)

BACHELOR OF SCIENCE in Biology

General Liberal Arts and Science	
General Education Requirements	60 credits
Biology and Adolescence Education	
Undergraduate Courses	45 credits
Adolescence Education Graduate Courses	
Completed for B.S. degree	15 credits
Total	120 credits

MASTER OF SCIENCE in Adolescence Education, Grades 7-12

Course work completed during B.S. degree	15 credits
Course work completed during M.S. degree	21 credits
Total	36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Adolescence Education, Grades 7-12 in Biology Certification, which will fulfill part of the General Education requirements:

Communications	3
Humanities.....	3
Written Analysis and Expression.....	3
Historical and Social Sciences	3
Scientific Processes*	3
Mathematical Processes	3
Artistic Expression	3
Information Retrieval	3
Language other than English	3
Content Major (additional 3).....	3

A course in Adolescence Development is required. PSYN 263 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Biology section of this catalog listed within the School of Health and Natural Sciences.

The Adolescence Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 517 Educational Psychology and Adolescent Development	3

The above 15 credits are taken as an undergraduate student as undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the M.S. degree program. Please see Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in Biology and Adolescence Education, Grades 7-12, is 141 credits.

ENGLISH AND ADOLESCENCE EDUCATION (GRADES 7-12) (B.S. AND M.S.)

BACHELOR OF SCIENCE in English

General Liberal Arts and Science	
General Education Requirements	60 credits
English and Adolescence Education	
Undergraduate Courses	45 credits
Adolescence Education Graduate Courses	
Completed for B.S. degree	15 credits

Total 120 credits

MASTER OF SCIENCE in Adolescence Education, Grades 7-12

Course work completed during B.S. degree	15 credits
Course work completed during M.S. degree	21 credits

Total 36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Adolescence Education, Grades 7-12 in English Language Arts Certification, which will fulfill part of the General Education requirements:

Communications	3
Humanities.....	3
Written Analysis and Expression.....	3
Historical and Social Sciences	3
Scientific Processes*	3
Mathematical Processes	3
Artistic Expression	3
Information Retrieval	3
Language other than English	3
Content Major (additional 3).....	3

A course in Adolescence Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the English section of this catalog listed within the School of Liberal Arts.

The Adolescence Education Graduate Courses that must be completed for the B.S. degree are the following

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 517 Educational Psychology and Adolescent Development	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and meeting the admission requirements for acceptance into the M.S. degree program. Please see Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in English and Adolescence Education, Grades 7-12, is 141 credits.

HISTORY AND ADOLESCENCE EDUCATION (GRADES 7–12) (B.S. AND M.S.)

BACHELOR OF SCIENCE in History

General Liberal Arts and Science	
General Education Requirements	60 credits
History and Adolescence Education	
Undergraduate Courses	45 credits
Adolescence Education Graduate Courses	
Completed for B.S. degree	15 credits
Total	120 credits

MASTER OF SCIENCE in Adolescence Education, Grades 7-12

Course work completed during B.S. degree	15 credits
Course work completed during M.S. degree	21 credits
Total	36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Adolescence Education, Grades 7-12 Social Studies certification, which will fulfill part of the General Education requirements:

Communications	3
Humanities.....	3
Written Analysis and Expression.....	3
Historical and Social Sciences	3
Scientific Processes*	3
Mathematical Processes	3
Artistic Expression	3
Information Retrieval	3
Language other than English	3
Content Major (additional 3).....	3

A course in Adolescence Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the History section of this catalog listed within the School of Liberal Arts.

The Adolescence Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 517 Educational Psychology and Adolescent Development.....	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and meeting the admission requirements for acceptance into the M.S. degree program. Please see Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

The total credits for B.S. and M.S. degrees in History and Adolescence Education, Grades 7-12, is 141 credits.

MATHEMATICS AND ADOLESCENCE EDUCATION (GRADES 7–12) (B.S. AND M.S.)

BACHELOR OF SCIENCE in Mathematics

General Liberal Arts and Science	
General Education Requirements	60 credits
Mathematics and Adolescence Education	
Undergraduate Courses	45 credits
Adolescence Education Graduate Courses	
Completed for B.S. degree	15 credits
Total	120 credits

MASTER OF SCIENCE in Adolescence Education, Grades 7-12

Course work completed during B.S. degree	15 credits
Course work completed during M.S. degree	21 credits
Total	36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate prerequisites for students seeking the Adolescence Education, Grades 7-12 in Mathematics, which will fulfill part of the General Education requirement:

Communications	3
Humanities.....	3
Written Analysis and Expression.....	3
Historical and Social Sciences	3
Scientific Processes*	3
Mathematical Processes	3
Artistic Expression	3
Information Retrieval	3
Language other than English	3
Content Major (additional 3).....	3

A course in Adolescence Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Mathematics section of this catalog listed within the School of Liberal Arts.

The Adolescence Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 517 Educational Psychology and Adolescent Development	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the M.S. degree. Please see Graduate Catalog for course descriptions of the above courses and specific requirements for the MS degree.

Total credits for B.S. and M.S. degrees in Mathematics and Adolescence Education, Grades 7-12, is 141 credits.

School of Health and Natural Sciences

Joan Togli, Ph.D., *Dean*

DEPARTMENT OF HEALTH PROFESSIONS

Communication Disorders
Nursing*
Occupational Therapy Assistant
Veterinary Technology

DEPARTMENT OF NATURAL SCIENCES

Anthony Canger, Ph.D., *Chair*

Biology
Clinical Laboratory Science
Exercise Science
Health Sciences

**Program also offered fully online.*

- The Baccalaureate Nursing major is accredited by the Commission on Collegiate Nursing Education (CCNE) of the American Association of Colleges of Nursing (AACN).
- The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA).
- The Veterinary Technology Program is accredited by the Committee on Veterinary Technician Education and Activities (CVTEA) of the American Veterinary Medical Association (AVMA).

Dual Degree B.S. + M.S. Program

The Bachelor of Science/Master of Science Dual Degree Program is an academic program that allows students interested in the teaching profession as a career choice to earn both a bachelor's degree and a master's degree in an accelerated format. Through this special program, qualified students who major in Biology can receive teacher certification in Middle Childhood or Adolescence Education as well as Early Childhood or Childhood Education. A key feature of this program allows students to take up to 15 graduate education credits during their upper junior and senior years, and these can be used toward satisfying their bachelor's as well as their master's degree requirements.

Please see the School of Education section of this catalog for program and course details.

Major Concentration **COMMUNICATION DISORDERS**

Helen Buhler, Ph.D., *Program Director*
914-674-7743
hbuher@mercy.edu

COMMUNICATION DISORDERS

The Undergraduate Program offers a B.S. degree in Communication Disorders (CD). This degree is comparable to an undergraduate degree in speech-language pathology / audiology. Upon completion of the degree, graduates demonstrate proficiencies in speech-language pathology, speech and hearing science and audiology in preparation for graduate study. The major goal of the program is to provide a scientific/clinically based curriculum as preparation for graduate studies. A master's degree is mandatory as entry level into the profession of speech-language pathology (SLP).* As of 2007, the entry level for Audiology is the doctorate degree. In addition to the professions noted above, the CD undergraduate degree is also useful for students continuing their graduate studies in education, special education, and teachers of the deaf and hearing impaired, psychology, social work, and recreational therapy.

Major Requirements:

Students planning to major in Communication Disorders must demonstrate the following: completion of at least 48 credits of the General Education curriculum with a GPA of at least 2.75; a grade of at least B in ENGL 112 or its equivalent; and a grade of at least B in SPCM 110. Students must complete six credits of a foreign language (six credits can be in American Sign Language), BIOL 110 Introduction to Human Biology and one of the following courses (PHYS 110, CHEM 110, PHSC 111 or PHSC 110) as part of their General Education requirements. In addition, students must complete BHSC 370, Statistics for the Behavioral and Social Sciences.

Proficiency in oral and written communication will be assessed during the student's first semester. Basic competencies are continuously assessed throughout the student's tenure as a Communication Disorders major. Competency in both oral and written communication is required in order to obtain a degree in Communication Disorders. Students who require additional assistance in oral and written communication skills will be directed to the appropriate sources including courses, the Learning Center, or the Speech and Hearing Center.

Students planning to enter the major must contact the Mercy College Communication Disorders Undergraduate Coordinator at 914-674-7741 for an eligibility interview. All students are assigned to a faculty advisor in Communication Disorders and are required to see the advisor each semester. To maintain satisfactory academic standing as a major, students must maintain a minimum GPA of 2.75 in the major. A student who receives a grade below C in any major course will be required to repeat the course. Students may repeat a major course once. Any exceptions to Department guidelines require approval by the department director.

All students who are accepted in the program must present proof of a current physical (within the past year), MMR, PPD, Hepatitis B, and Meningitis immunization. Proof of immunization is to be given prior to enrollment in CMDS 498.

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements.....	60 credits
Major Concentration	
Communication Disorders.....	48 credits
Open Electives	12 credits
Total	120 credits

Students who choose the major concentration in Communication Disorders must complete:

- BHSC 370 Statistics for the Social & Behavioral Sciences
- CMDS 210 Clinical Process I CMDS 215 Clinical Process II
- CMDS 220 Multicultural Issues in Communication Disorders
- CMDS/SPCM 230 Speaking for Success
- CMDS 240 Phonetics
- CMDS 256 Anatomy and Physiology of Speech and Hearing Mechanisms
- CMDS 257 Introduction to Audiology
- CMDS 258 Introduction to Communication Disorders^(cc)
- CMDS/PSYN 264 Normal Speech and Language Development
- CMDS 270 Speech and Hearing Science
- CMDS 300 Language Disorders
- CMDS 310 Communication Disorders–Organic
- CMDS 340 Aural Rehabilitation
- CMDS 355 Language Science
- CMDS 498 Clinical Process III

There is an 18-credit residency requirement in the major concentration of Communication Disorders.

Major Concentration NURSING

Peggy C. Tallier, M.P.A., Ed.D., RN, *Program Director*
914-674-7218
ptallier@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements	60 credits
Lower Division Nursing*	30 credits
Major Concentration	
Upper Division Nursing	33 credits
Total	123 credits

Students who choose the major concentration in Nursing must have:

- 1) An associate degree in nursing from an accredited nursing program or a diploma in nursing.
 - Students who completed their nursing degree outside of the U.S. must complete a WES evaluation
- 2) Passed the NCLEX licensure exam.
- 3) A valid state license to practice as a registered nurse.
- 4) A GPA of 2.75.
 - Students will be considered for matriculation with GPAs 2.5-2.70.
 - Students will meet with Nursing Program Undergraduate Coordinator.

**Lower Division Nursing requirements are accepted in transfer from an Associate Degree in Nursing*

Eligibility for Admission to Nursing Courses NURS 361 and above

To be admitted to these nursing courses, the student must have passed the NCLEX exam and hold a valid license to practice as a registered nurse in the U.S.

Transfer Credit

Previously earned college credit in the liberal arts and sciences may be accepted in transfer by Mercy College. Additional academic credits can be earned by passing RCE or CLEP examinations.

Lower division nursing requirements may be fulfilled as follows:

- Anatomy and Physiology II
 - New York State Regents Examination (RCE)
- Chemistry
 - Earned by credit only
- Microbiology
 - College Level Examination Program (CLEP) or National League for Nursing Achievement Exam (NLN)
- Introduction to Psychology and Introduction to Sociology
 - College Level Examination Program (CLEP)

Matriculation in the Nursing major is required to earn credit for the lower division nursing (30 credits).

Organization of the Program

This program has been designed for the part-time or full-time student. A student may enroll for 3-16 credits a semester. Courses are scheduled for a combination of evenings, days, weekends (general education classes) and/or online. A variety of schedule patterns and teaching and learning methods are utilized. Nursing courses are offered at the Dobbs Ferry, Bronx, select off-campus locations, and Online Campuses. General education courses can be taken at any of the branch campuses in the Bronx, Manhattan, or Yorktown Heights.

Admissions Procedure

1. Obtain an application form and general information regarding your eligibility for the nursing program from the Admissions Office at the main campus, any of the branch campuses or online. If you have any questions, faculty in the nursing program will be happy to talk with you via phone or in person by appointment.
2. All applicants for the nursing program must submit the following to the Office of Admissions:
 - a. An application for Admission, accompanied by the \$40 application fee. (The application fee will be waived for students who are presently matriculated at Mercy College.)
 - b. An official transcript of record from each diploma school, college, or university previously attended.
 - c. Evidence of current licensure as a registered nurse.
3. Upon receipt of transcripts by the Admissions Office, all applicants must arrange an appointment with the transfer counselor for a pre-admission interview and the Undergraduate Nursing Student Coordinator for program planning.
4. Qualified applicants will be admitted to the nursing major based upon available space in clinical nursing courses at the time of projected student's eligibility.
5. Upon acceptance to the Nursing major, the student will be assigned an academic advisor from the nursing faculty.

Additional Nursing Science Requirements

1. Anatomy and Physiology II (transfer credit or NYS Regents exam)*
2. Microbiology (transfer credit, College Level Examination Program [CLEP], or National League of Nursing Achievement Exam [NLN])*

UPPER DIVISION NURSING COURSES

- NURS 361 Contemporary Concepts in Professional Nursing
- NURS 362 Transcultural Nursing
- NURS 363 Research for Evidence Based Professional Nursing
- NURS 364 Nursing Informatics
- NURS 365 Introduction to Health Policy
- NURS 366 Leadership and Management^(cc)
- NURS 367 Pathophysiology and Clinical Reasoning for Nursing
- NURS 368 Health Assessment and Health Promotion
- NURS 370 Capstone Project in Nursing and Health Care*
- NURS 371 Statistics for Nurses

NURS 370 will only be available to students who have successfully completed NURS 369 prior to summer 2013.

NURS 401 Community Health Nursing: Advocacy for Population Health

* These courses fulfill General Education Requirements

The major concentration in Nursing provides an upper division B.S. degree program for registered nurses with a diploma or an associate degree education in nursing. The Nursing major is designed to prepare a professional practitioner who is:

- A provider of safe care who evaluates client changes and progress over time.
- A designer/manager/coordinator of care who participates on the interprofessional team, identifies system issues, manages care transitions, and delegates, prioritizes and oversees care.
- A member of the nursing profession through the process of evaluating one's practice and supporting the profession.
- Prepared for graduate study in nursing.

RN-B.S.-M.S.

RNs with 3.0 GPAs from an associate degree program are eligible to apply for the accelerated RN-B.S.-M.S. program. In this program, up to 9 graduate credits are substituted for undergraduate credits. After 120 credits, a student earns a bachelor's degree in nursing and is able to enter either the Master in Nursing Education or Master in Nursing Administration track.

Requirements for progression in the RN-B.S.-M.S. courses:

- Undergraduate GPA 3.0.
- Completion of a minimum of 60 general education credits.
- Undergraduate nursing courses NURS 361, NURS 363, and NURS 371.
- Meet with faculty advisor in the undergraduate program to activate program plan.
- Faculty advisor to notify the undergraduate coordinator for approval.

Upon completion of the above requirements, the student will take NURS 505 (Philosophical and Theoretical Foundations of Nursing) in lieu of NURS 361. The student must receive a B or above to be considered for the progression into the master's program and to progress to the additional two graduate courses (NURS; 512; 612).

Substitution courses are as follows:

NURS 514 in lieu of NURS 361

NURS 503 in lieu of NURS 365

NURS 502 in lieu of NURS 364

Admission requirements for the RN-B.S.-M.S. Program:

Students admitted into the RN-B.S.-M.S. program must complete all of their undergraduate requirements. Pending undergraduate graduation, the graduate application is initiated. The following information must be in evidence:

- Undergraduate GPA 3.0.
- NURS 514 (Grade: B or above).
- Completed graduate application.
- Approval from Director and/or Associate Director of Nursing Program.

Before entering into the M.S. component of the RN-B.S.-M.S. program, student must graduate from the RN-BS program.

ASSOCIATE DEGREE PROGRAM
Major Concentration
OCCUPATIONAL THERAPY ASSISTANT

Christine Sullivan, O.T.D., O.T.R./L., *Program Director*
914-674-7831
csullivan@mercy.edu

ASSOCIATE IN APPLIED SCIENCE

General Education Requirements	34 credits
Major Concentration	
Occupational Therapy	38 credits
Total	72 credits

GENERAL EDUCATION:

- BIOL 130 Human Anatomy & Physiology I
- CISC 120 Introduction to Computers
- ENGL 111 Written English & Literary Studies I
- ENGL 112 Written English & Literary Studies II
- HIST Any History Course
- HLSC 205 Standard Safety Precautions for the Health Care Professional
- HLSC 210 Overview of OT Practice
- HLSC 225 Intro to Health Professions' Literature & Scientific Writing
- PHYS 110 Introduction to Physics
- PHIL 112 Logical Thinking
- PSYN 101 Introduction to Psychology
- SPCM 110 Oral Communication
- SOCL 101 Introduction to Sociology

PROFESSIONAL CURRICULUM:

- OCTR 201 OT Practice for the Assistant: An Overview^(cc)
- OCTR 203 OT Practice for the Assistant: Therapeutic Modalities I
- OCTR 204 OT Practice for the Assistant: Medical Conditions
- OCTR 206 OT Practice for the Assistant: Therapeutic Modalities II
- OCTR 207 OT Practice for the Assistant: A Synopsis
- OCTR 209 OT Practice for the Assistant: Advanced Clinical Education I
- OCTR 210 OT Practice for the Assistant: Advanced Clinical Education II
- OCTR 214 (PSYN 214) OT Practice for the Assistant: Adulthood and Maturity
- OCTR 218 (PSYN 218) OT Practice for the Assistant: Interaction Skills
- OCTR 260 (PSYN 260) OT Practice for the Assistant: Childhood & Adolescence

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA). ACOTE contact information is: ACOTE, c/o Accreditation Department, American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. Phone number is 301-652-2862 and fax number is 301-652-7711. ACOTE's website is www.acoteonline.org and email is accred@aota.org. Graduates of the program are eligible to sit for the national certification examination of the occupational therapy assistant administered by the National Board of Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant, (COTA). Passing the NBCOT examination is currently required in order to obtain a license and practice as an Occupational Therapy Assistant in most states (including New York, New Jersey and Connecticut). Please refer to the "Practice Acts" of each state for the licensure requirement of a particular state.

NOTE: All Occupational Therapy Assistant students are required to complete all Level II Fieldwork within 18 months following completion of academic coursework. All required coursework and fieldwork must be completed within five years from the initiation of coursework in the Major Concentration of Occupational Therapy.

NOTE: A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

Admission Criteria/Procedure:

To take program on a full-time or part-time basis, all candidates must:

1. First be admitted into Mercy College.
2. Submit official transcripts from all high schools and colleges attended to the Mercy College Admission Office.
 - a) Transfer credit will be granted only for those pre-requisite courses with a grade of C or higher.
 - b) Anatomy and Physics pre-requisite courses must have been taken within the last five years.
3. Have a minimum GPA of 2.75 in order to be interviewed or accepted into the program.
4. Place at the English 111 level.
5. Complete a personal interview with the OTA Program Director or OTA designee.
6. Complete the OTA Program Application and a written on-site essay at the time of the interview.
7. Submit the three "Recommendation Forms" that are distributed at the time of the interview. These forms serve as references (no separate written reference letters are required). Preferably, the "Recommendation Forms" will be completed by an Occupational Therapy Assistant or a Registered Occupational Therapist, Work Supervisor or from an instructor of a prerequisite course. The recommendations must be recent (not over six months old). All "Recommendation Forms" must be submitted in a sealed envelope with the reference's signature over the seal. Any

file that does not have the Recommendation Forms completed by the end of the application period will be considered "incomplete" and will not be reviewed by the Admissions Committee.

Deadlines for applications into the Program:

- a) April 1 for the fall semester.
- b) November 1 for the spring semester.

Interviews will be arranged as applications are reviewed for the fall and spring semesters.

Each applicant's record will be reviewed by the Admission Committee of the Program. The final admission decision is based on a cumulative scoring of the candidate's GPA, interview, references and the written essay. Decision letters will be sent out approximately within one month of the close of the application deadline.

Essential Performance Standards

The program has an "Essential Performance Standards" form that outlines the necessary affective skills and professional behaviors, communication/interpersonal skills, psychomotor skills, cognitive skills and self-care skills deemed essential for completion of the program and performance as a competent occupational therapy assistant. This form is signed by the student stating they either are or are not capable of performing the skills and abilities that are listed.

Occupational Therapy Assistant Program Requirements:

1. Students must earn a grade of C or better in all occupational therapy assistant core (prefix "OCTR").
2. Any student who receives a grade of C- or below in any OTA core course (prefix "OCTR") must repeat the course.
3. Any student who receives a grade of C- or below in two or more OTA core courses (prefix "OCTR") will automatically be dismissed from the program.
4. If a student is placed on academic probation as per college policy, the student is required to meet with their OTA faculty advisor in order to develop an educational plan.
5. Students must take all courses in the sequence according to the curriculum design of the Program.
6. If a student must repeat a course for any reason, they must wait to do so until the course is offered the following academic year.
7. A grade of F in any occupational therapy assistant course may be grounds for dismissal. The faculty will discuss the situation and will make the final decision regarding whether dismissal from the program is warranted, depending on the reason for the failure.
8. Students who receive an unsatisfactory in any category in the Fieldwork I Experience during any semester will have their records reviewed by the Occupational Therapy Assistant faculty. The faculty will decide if the student may repeat the

experience, or if the student will be permitted to repeat the entire major module course. In either case, the student will receive an educational plan that is designed by the faculty that addresses the student's particular issues.

9. Students may not take any Fieldwork II experiences until they have successfully completed all Fieldwork I experiences.
10. Should a student fail a Fieldwork II experience, the faculty will discuss the reasons for the failure and a decision will be made as to whether the student will be given an opportunity to repeat the fieldwork experience. Reasons for the decision will be shared with the student during a face-to-face or telephone meeting with the Academic Fieldwork Coordinator and the program director (or designee). An "Educational Contract" for the repeated FW II assignment will be written by the Academic Fieldwork Coordinator and signed by the student and also the program director prior to the student repeating the failed experience. Failure to uphold the specifications of the educational contract will result in failure of the repeated fieldwork placement and automatic dismissal from the program. The student must register and pay tuition for any repeated Fieldwork course (OCTR 209 or 210).
11. Failure in any two Fieldwork experiences, Fieldwork I or II, will result in dismissal from the program.
12. Students are evaluated by the faculty and their peers (anonymously) throughout the Program.
13. During clinical fieldwork experiences, student work schedules may not interfere with the hours they spend at the fieldwork site.

Major Concentration VETERINARY TECHNOLOGY

Laurie J. Buell, M.S., L.V.T., *Program Director*
914-674-7530
lbuell@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements*	60 credits
Major Concentration	
Veterinary Technology	56 credits
Elective.....	4 credits
Total	120 credits

Students Who Choose the Major Concentration in Veterinary Technology must complete:

VETC 101	Introduction to Veterinary Science	VETC 260	Principles of Large Animal Medicine
VETC 140	Veterinary Management		
VETC 220	Pharmacology and Toxicology ^(cc)	VETC 261	Physiology of Domestic Animals
VETC 224	Clinical Laboratory Techniques		
VETC 225	Animal Handling and Restraint	VETC 275	Applied Animal Behavior
VETC 241	Small Animal Diseases: Principles of Treatment and Nursing	VETC 395	Externship I
		VETC 396	Externship II
VETC 247	Surgical Nursing and Radiography	VETC 445	Fundamentals of Animal Research
VETC 256	Anatomy of Domestic Animals		

and the following related courses in Natural Science and Mathematics:

BIOL 160*	General Biology I
BIOL 161*	General Biology II
BIOL 265*	Microbiology
CHEM 160*	General Chemistry I
CISC 120*	Introduction to Computers and Application Software
MATH 116*	College Algebra

RECOMMENDED ELECTIVES

CHEM 161	General Chemistry II
VETC 399	Externship III
VETC 380 – 381	Co-op Education in Veterinary Technology I, II
MATH 201	- Precalculus

There is a 15-credit residency requirement in the major concentration of Veterinary Technology.

Students in the Veterinary Technology Program must earn a minimum letter grade of C or better in all veterinary technology and natural science courses and in MATH 116 College Algebra. Students must maintain a 2.5 cumulative index in veterinary technology courses for admittance into clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396, VETC 399 and VETC 445.

Students enrolled in the Veterinary Technology major or the Veterinary Technology major with the Pre-Veterinary Medicine specialization may not repeat a course required in the curriculum more than once.

NOTE: A felony conviction may affect a graduate's ability to attain state licensure.

**Students must complete these courses as part of their General Education Requirements.*

The Veterinary Technology Program is accredited by the Committee on Veterinary Technician Education and Activities (CVTEA) of the American Veterinary Medical Association (AVMA) located in Schaumburg, Illinois.

Graduates of the Mercy College Veterinary Technology Program are eligible to sit for the Veterinary Technician National Examination (VTNE) administered by the American Association of Veterinary State Boards (AAVSB). Successful completion of this examination is required for licensure as a veterinary technician by the New York State Education Department (NYSED). Licensure information can be found at <http://www.op.nysed.gov/prof/vetmed/vtlic.htm>.

Veterinary Technology Program Admission Criteria

- Admittance to Mercy College.
- Placement at the English 111 and Math 116 levels.
- Satisfactory completion of VETC 101 Introduction to Veterinary Science and Math 116 College Algebra with a grade of C or better. VETC 101 may not be repeated more than once.
- Please note: prior to satisfactory completion of VETC 101 Introduction to Veterinary Science with a grade of C or better and admission into the Program, students will be enrolled with a major concentration in Pre-Veterinary Technology.

Veterinary Technology Program Standards

- Students must earn a minimum letter grade of C or better in all veterinary technology and natural science courses and MATH 116 College Algebra.
- Students must maintain a 2.5 cumulative index in veterinary technology courses in order to be admitted into clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396, VETC 399 and VETC 445.
- Students may not repeat a course required in the major curriculum more than once.
- Any student who earns a C- or below in a course required in the curriculum must repeat the course the next semester it is offered in order to progress to any course for which it is a prerequisite.
- Any student who receives a C- or below in a course required in the curriculum more than once will automatically be dismissed from the Program.
- Students who receive an unsatisfactory evaluation in any category or required skill in clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396 or VETC 445, or who are dismissed from any externship site, will have their records reviewed by the Veterinary Technology Faculty. The faculty will determine if the student will be given the opportunity to repeat the experience in a future semester, and/or be placed on probation, or be dismissed by the Program.

Minimal Technical Standards

The following technical standards, which serve to protect the student and patient and are deemed essential for performance as a competent veterinary technologist, are required for admission, continuation and graduation from the Mercy College Veterinary Technology Program:

ESSENTIAL REQUIREMENTS

- a. Capable of frequently lifting and/or carrying up to 50 pounds from floor to waist level.
- b. Ability to tolerate walking and standing for sustained periods of time.
- c. Capable of handling, positioning and restraining live animals.
- d. Capable of using hands and arms to handle, install, position, and move materials.
- e. Auditory ability sufficient to monitor and assess health needs, including auscultatory sounds, alarms, animal vocalizations, cries for help, and warning sounds from animals and humans. Ability to perceive and understand the natural or amplified human voice when lips, facial expressions and/or other visual clues are not able to be seen.
- f. Tactile ability sufficient for physical assessment and to perform nursing duties.
- g. Eyesight capable of viewing small visual images and reading instrumentation.
- h. Amenable to learning the safe handling and restraint of all Program-required species of domestic and exotic animals without a level of fear that interferes with satisfactory performance.
- i. Capacities to read, hear, understand and quickly execute complex verbal and written instructions given in English.
- j. Willingness to assist with or perform a wide variety of medical, surgical and diagnostic procedures in the veterinary setting, including humane euthanasia.
- k. Ability to act in a professional and ethical manner.
- l. Ability to respond promptly and appropriately in emergency situations.
- m. Ability to speak English and be understood by others who speak English.

Veterinary Technology Student Essential Skills

Mercy's program requires that students successfully acquire specified, essential skills in order to complete the Veterinary Technology Program. These skills may be found at <https://www.mercy.edu/academics/school-of-health-and-natural-sciences/departments-of-natural-sciences/bs-in-veterinary-technology/>.

Major Concentration
VETERINARY TECHNOLOGY

With Specialization: PRE-VETERINARY MEDICINE

Laurie J. Buell, M.S., L.V.T., *Program Director*
 914-674-7530
 lbuell@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements	60 credits
Major Concentration	
Veterinary Technology	54 credits
Elective.....	6 credits
Total	120 credits

Students who choose the major concentration in Veterinary Technology with a specialization in Pre-Veterinary Medicine must complete:

VETC 101	Introduction to Veterinary Science	VETC 247	Surgical Nursing and Radiography
VETC 220	Pharmacology and Toxicology ^(cc)		
VETC 224	Clinical Laboratory Techniques	VETC 256	Anatomy of Domestic Animals
VETC 225	Animal Handling and Restraint	VETC 261	Physiology of Domestic Animals
VETC 241	Small Animal Diseases: Principles of Treatment and Nursing	VETC 395	Externship I

and the following general education and related courses:

BIOL 160*	General Biology I	CHEM 261	Organic Chemistry II
BIOL 161*	General Biology II	CHEM 354	Biochemistry
BIOL 265*	Microbiology	PHYS 160	General Physics I
CHEM 160*	General Chemistry I	PHYS 161*	General Physics II
CHEM 161*	General Chemistry II	MATH 116*	College Algebra
CHEM 260	Organic Chemistry I	MATH 201	Pre-Calculus

RECOMMENDED ELECTIVES:

MATH 122	Statistics
BIOL 360	Genetics
VETC 140	Veterinary Management
VETC 260	Principles of Large Animal Medicine
VETC 275	Applied Animal Behavior
VETC 445	Fundamentals of Animal Research

There is a 15-credit residency requirement in the major concentration of Veterinary Technology.

**Students must complete these courses as part of their General Education Requirements.*

Students in the Veterinary Technology Program with a Specialization in Pre-Veterinary Medicine must earn a minimum grade of B or better in all natural science and veterinary technology courses. The student must maintain a 3.2 cumulative index in natural science and veterinary technology courses for admittance into clinical courses. Recommendations and/or evaluations will not be considered for pre-veterinary medicine majors with a minimum cumulative index of less than 3.2 in Veterinary Technology and Natural Science courses.

Students enrolled in the Veterinary Technology major or the Veterinary Technology major with the Pre-Veterinary Medicine specialization may not repeat a course required in the curriculum more than once. Any student who earns a B- or below in a course required in the curriculum must repeat the course the next semester it is offered in order to progress to any course for which it is a prerequisite.

Students who receive an unsatisfactory evaluation in any category or required skill in clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396 or VETC 445, or who are dismissed from any externship site, will have their records reviewed by the Veterinary Technology faculty. The faculty will determine if the student will be given the opportunity to repeat the experience in a future semester, and/or be placed on probation, or be dismissed by the Program.

**Students must complete these courses as part of their General Education Requirements.*

Pre-Veterinary Medicine Specialization Admission Criteria

- Admittance to Mercy College.
- Placement at the English 111 and Math 116 levels.
- Satisfactory completion of VETC 101 Introduction to Veterinary Science with a grade of B or better. VETC 101 may not be repeated more than once.

Major Concentration **BIOLOGY**

Anthony Canger, Ph.D., *Chair*
914-674-7280
acanger@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements*	60 credits
Major Concentration	
Natural Science.....	39–40 credits
Open Electives.....	21–22 credits
Total	120 credits

Students who choose the major concentration in Biology must complete:*

PREREQUISITE NATURAL SCIENCE

COURSES

BIOL 160 General Biology I**
BIOL 161 General Biology II**
CHEM 160 General Chemistry I**
CHEM 161 General Chemistry II**

and at least one major course in

Biology selected from the following:

BIOL 252 Plant Biology
BIOL 265 Microbiology
BIOL 280 Histology
BIOL 310 Immunology
BIOL 317 Clinical Neuroscience
BIOL 380 Cooperative Education in
Biology I (Natural Science)
BIOL 397 Independent Study in Biology
BIOL 430 Seminar in Current Topics in
Biology

BIOLOGY MAJOR CONCENTRATION

CHEM 260 Organic Chemistry I
CHEM 261 Organic Chemistry II
CHEM 354 Biochemistry
BIOL 244 Ecology
BIOL 275 Cell Biology
BIOL 355 Molecular Biology of the Cell
BIOL 360 Genetics
BIOL 366 Developmental Biology
BIOL 460 Coordinating Seminar in
Biology

The department recommends that students
planning to enter graduate school, medical
school, or research take:
MATH 260–261
PHYS 160–161

There is a 15-credit residency requirement in the major concentration of Biology that must be completed with courses numbered BIOL 230 and above. CHEM 354 may also be used to meet this requirement.

* Students must complete MATH 116 (rather than MATH 115) as part of their General Education requirements.

** These courses fulfill 15 credits of the General Education requirements.

• To complete major concentration, corequisite lab courses must be taken.

** Students who have not taken Regents High School Biology and obtained a score of 75 or higher are advised to take BIOL 122 prior to BIOL 160.

At the completion of the Biology concentration, students are expected to:

- Master the requisite core concepts and competencies necessary for biological literacy and practice.
- Be proficient and ethical in standard laboratory or field research including: use of standard instrumentation, performing routine calculations, maintaining laboratory notebooks, and interpreting experimental results.
- Access and understand the scientific literature, prepare and deliver clear and cogent presentations of experimental results, and obtain proficiency in scientific writing.
- Understand the impact of science on society and its application to community, global service, and sustainability.

Major Concentration CLINICAL LABORATORY SCIENCE

Barbara Nash, Ph.D., *Program Director*
914-674-7206
bnash@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements*	60 credits
Major Concentration	
Natural Science.....	32 credits
Clinical Internship.....	30 credits
Open Electives	3 credits
Total	125 credits

Students who choose the major concentration in Clinical Laboratory Science must complete.*

GENERAL EDUCATION SCIENCE AND MATHEMATICS COURSES

BIOL 160	General Biology I**
BIOL 161	General Biology II**
CHEM 160	General Chemistry I**
CHEM 161	General Chemistry II**
MATH 122	Statistics**
CISC 120	Introduction to Computers and Application Software**

CLINICAL LABORATORY SCIENCE

MAJOR CONCENTRATION	
CHEM 260	Organic Chemistry I
CHEM 261	Organic Chemistry II
CHEM 354	Biochemistry
BIOL 131	Human Anatomy and Physiology II
BIOL 265	Microbiology
BIOL 310	Immunology
BIOL 355	Molecular Biology of the Cell
BIOL 360	Genetics

CLINICAL INTERNSHIP

BIOL 431	Clinical Laboratory Internship I
BIOL 432	Clinical Laboratory Internship II
BIOL 433	Clinical Laboratory Internship III

There is a 15-credit residency requirement in the major concentration of Clinical Laboratory Science that must be completed with courses numbered BIOL 230 and above. BIOL 431–BIOL 433, which are off-campus courses, cannot be used to meet this requirement. CHEM 354 may also be used to meet this requirement.

* Students must complete MATH 116 (rather than MATH 115) as part of their General Education Requirements.

** These courses fulfill 21 credits of the General Education requirements.

• To complete major concentration, corequisite lab courses must be taken.

Students attend Mercy College for three years and complete a minimum of 95 credits. The fourth year of the program consists of a twelve-month hospital-based clinical internship. The three-year sequence of college-based courses prepares students for the clinical internship, but also overlaps substantially with the requirements for a degree in biology.

During the third year, under the auspices of Mercy College, students apply for admission to a hospital-based clinical-academic program. Students must attend a twelve-month Medical Technology (Clinical Laboratory Science) Program, accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Mercy College is affiliated with the Danbury Hospital School of Medical Technology in Danbury, CT and with the New York Methodist Hospital School of Clinical Laboratory Science in Brooklyn, NY. Students may also apply to any NAACLS-accredited school of Medical Technology.

Acceptance into the clinical internship is conditional upon hospital requirements, college performance, practical experience and space availability. Students must have a minimum GPA of 2.5 overall and in science to be eligible for these programs. Students cannot present D grades in science courses.

Once accepted by the hospital clinical program, students must register for BIOL 431–433. The Clinical Internship will consist of thirty-seven and one-half-hours per week of didactic and corresponding laboratory instruction during the twelve-month clinical period. Students pay the College a fee equivalent to the cost of two credits for the summer semester and three credits each for the fall and spring semesters as well as registration fees. Some hospitals charge tuition. Students should pay this to the College, which will remit it to the hospital program.

Upon written notification of the successful completion of the Clinical Laboratory Internship, Mercy College will award students 30 credits. At the completion of all other graduation requirements, students will be awarded the Bachelor of Science in Clinical Laboratory Science. The American Society for Clinical Pathology (ASCP) Board of Certification administers certifying examinations and awards certification. Clinical Laboratory Technology is now a licensed profession in New York State and Mercy College's program in Clinical Laboratory Science is registered with the New York State Education Department as a licensure-qualifying program. Graduates who intend to work in New York State must file an application for licensure with the New York State Education Department Office of the Professions to begin the application process. Although licensure requirements include passing the ASCP Board of Certification examination, graduates who apply for a limited permit (valid for one year) may begin work immediately upon graduation.

A student considering the program in Clinical Laboratory should note that acceptance by an approved hospital school is required for program completion. Although Mercy College assists students in the application process and our affiliations provide students with a preferential review of their application, the College cannot guarantee such acceptance.

At the completion of the Clinical Laboratory Science concentration, students are expected to:

- Master the requisite core concepts and competencies necessary for clinical laboratory science.
- Comprehend, analyze, integrate and synthesize scientific and clinical information or data to guide clinical, professional and scientific decision-making.
- Communicate intra- and inter-professionally within the scientific community.
- Employ professional and ethical conduct while working in a clinical setting.

Major Concentration **EXERCISE SCIENCE**

Astrid Mel, Ph.D., *Program Coordinator*
914-674-7874
amel@mercy.edu

The Bachelor of Science degree in Exercise Science curriculum includes a strong core science component that prepares the student for further study in biomechanics, exercise physiology, sports psychology and motor control on the graduate level. The program also supports preparation for academic advancement into graduate health professions, programs such as physical therapy, occupational therapy and physician assistant studies. The exercise science major component offers the student a comprehensive course of study of the scientific basis and its practical application to maintaining health through fitness and nutrition, outpatient cardiac rehabilitation services, athletic counseling and sports training. Elective courses provide exploration in the related areas of sports psychology as well as sports management.

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

Major Concentration

Exercise Science 46 credits

Open Elective..... 14 credits

Total 120 credits

Students who choose the major concentration in Exercise Science must complete all the EXSC core courses, along with the courses in their specialization track:

EXERCISE SCIENCE CORE COURSES (22 credits)

EXSC 110 Foundations of Exercise Science and Health

EXSC 209 Emergency Care and Procedures^

EXSC 230 Motor Learning^

EXSC 360 Exercise Kinesiology^

EXSC 460 Exercise Physiology^(cc)

EXSC 490 Exercise Testing and Prescription^

EXSC 4xx Exercise Science Internship#

#*Internship to be created*

^*Proposed EXSC Minor Coursework*

CLINICAL TRACK

GENERAL EDUCATION NATURAL SCIENCE AND MATHEMATICS COURSES

BIOL 117 Nutrition *
BIOL 130 Anatomy & Physiology I*
BIOL 131 Anatomy & Physiology II*
CHEM 160 General Chemistry I *
CHEM 161 General Chemistry II *
MATH 201 Precalculus*

CLINICAL TRACK CONCENTRATION COURSES (24 credits)

PHYS 160 General Physics I
PHYS 161 General Physics II
BIOL 160 General Biology I
PSYN 233 Developmental Psychology Across a Lifespan
BHSC 370 Statistics for the Social and Behavioral Sciences
EXSC 250 Measurement and Evaluation
EXSC 492 Exercise Prescription for Special Populations

PERFORMANCE TRACK

GENERAL EDUCATION NATURAL SCIENCE AND MATHEMATICS COURSES

Math 116 College Algebra
BIOL 117 Nutrition *
BIOL 130 Anatomy & Physiology I*
BIOL 131 Anatomy & Physiology II*
PHYS 120 Physics for the Health Sciences*
ECON 120 Introduction to Economics*
PSYN 295 Sports Psychology*

PERFORMANCE TRACK CONCENTRATION COURSES (24 credits)

EXSC 250 Measurement and Evaluation
EXSC 240 Sports Nutrition
EXSC 370 Biomechanics
EXSC 383 Concepts of Personal Training
EXSC 385 Strength and Conditioning
EXSC 492 Exercise Prescription for Special Populations
EXSC 495 Exercise Science Internship II

* These courses fulfill General Education requirements.

• To complete major concentration, corequisite lab courses must be taken.

Major Concentration **HEALTH SCIENCES**

Stephen J. Fong, PT, DPT, *Program Head*
914-674-7634
sfong@mercy.edu

The baccalaureate degree in health sciences provides a foundation in liberal arts and sciences required for professional practice and graduate study. The major builds on the 60-credit general education requirement and includes 33 additional credits in the Natural Sciences, the Social Sciences and the Health Sciences. Students preparing to enter graduate programs in the Health Professions should coordinate their plan of study with their advisor.

BACHELOR OF SCIENCE

General Liberal Arts and Sciences	
General Education Requirements	60 credits
Major Concentration	
Health Sciences	33 credits
Open Electives	27 credits
Total	120 credits

Students who choose the major concentration in Health Sciences must complete:
Students who select specific career paths to PT, PA and OT must meet with their mentor. Students that do not gain acceptance into one of Mercy College's graduate health professions programs should complete the Health Science Capstone.

GENERAL EDUCATION CHEMISTRY/PHYSICS COURSES

One course selected from the following (3-4 credits):*

- CHEM 160 General Chemistry I
- PHYS 120 Physics of the Human Body
- PHYS 160 General Physics I

HEALTH SCIENCE MAJOR CONCENTRATION BIOLOGY

Two courses selected from the following (6-8 credits):

- HLSC 102 Introduction to Health Professions^(cc)
- BIOL 117 through BIOL 122
- BIOL 160 General Biology I
- BIOL 161 General Biology II
- HLSC 215 Cultural Competence in Health Care
- BIOL 222 Pathophysiology
- BIOL 226 Elements of Biochemistry
- BIOL 265 Microbiology
- HLSC 302 Pathology for Rehabilitation
- HLSC 314 Clinical Kinesiology
- BIOL 317 Clinical Neuroscience

ANATOMY AND PHYSIOLOGY

Two courses selected from the following (7-8 credits):

BIOL 130 Human Anatomy and Physiology I

and

BIOL 131 Human Anatomy and Physiology II

or

BIOL 303 Human Anatomy with Cadaver

and

HLSC 302 Pathology for Rehabilitation

or

BIOL 309 Human Physiology for Biomedical Sciences

PSYCHOLOGY/SOCIOLOGY

One course selected from the following (three credits):

PSYN 233 Developmental Psychology

SOCL 271 Medical Sociology: Health Care in the Modern Society

BHSC 308 Health Care Management

BHSC 366 Medical Ethics

STATISTICS/RESEARCH METHODS

One course selected from the following (three credits):

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 276 Advanced Computers for the Social and Behavioral Sciences

BHSC 370 Statistics for the Social and Behavioral Sciences

MAJOR ELECTIVES

Nine additional credits selected from the following:

Any Biology, Chemistry or Physics course numbered 160 or above.

Any Health Science course numbered 200 or above.

BHSC/HLSC 366**, BHSC/HLSC 271**,BHSC 280**, BHSC 426**, PSYN 210**, PSYN 315, PHIL 317**, PSYN 213, PSYN 312, PSYN 232, PSYN 311, PSYN 239, EXSC 110, EXSC 230, EXSC 360, EXSC 460, EXSC 490.

Concentration

Six credits selected in consultation with program director or advisor.

There is an 18-credit residency requirement in the major concentration of Health Sciences.

* *These courses fulfill General Education requirements.*

** *Recommended for the General Health Sciences Major.*

To complete major concentration, corequisite lab courses must be taken.

Sample Sequences

Recommended Pre-Physical Therapy Tract Sequence with Articulation following Junior Year

Fall, 1st year		Spring, 1st year	
Course	Credits	Course	Credits
BIOL 130: A&P I Lecture	3	BIOL 131: A&P II Lecture	3
BIOL 130A: A&P I Lab	1	BIOL 131 A: A&P II Lab	1
MATH 116: College Algebra	3	Mathematics and Information Technology (College Requirement) Should be met w / MATH 201: Pre-calc	3
ENGL 111: Written English and Literary Studies I	3	ENGL 112: Written English and Literary Studies II	3
CINQ 101: Critical Inquiry	3	BIOL 160: General Biology I Lecture	3
SPCM 110: Oral Communication	3	BIOL 160A: General Biology I Lab	1
TOTAL Credits	16	TOTAL Credits	14

Fall, 2nd year		Spring, 2nd year	
Course	Credits	Course	Credits
CHEM 160: General Chemistry I Lecture	3	CHEM 161: General Chemistry II Lecture	3
CHEM 160A: General Chemistry I Lab	1	CHEM 161A: General Chemistry II Lab	1
Social Perspective Should be met w / PSYN 101: Introduction to Psychology	3	PHYS 160: General Physics I Lecture	3
(MINOR) or Elective	3	PHYS 160A: General Physics I Lab	1
Language and Cultural Perspectives (College Requirement)	3	PSYN 233: Developmental Psychology Across the Lifespan	3
HLSC 102: Introduction to Health Professions	3	HLSC 215: Cultural Competence in Health care	3
TOTAL Credits	16	TOTAL Credits	14

Fall, 3rd year		Spring, 3rd year	
Course	Credits	Course	Credits
PHYS 161: General Physics II Lecture	3	The Arts (College Requirement)	3
PHYS 161A: General Physics II Lab	1	Ethical Perspectives (College Requirement)	3
BHSC 370: Statistics for the Social and Behavioral Sciences	3	Literature and Communication (College Requirement)	3
JRSM 101: Junior Seminar	3	Elective (MINOR)	3
Elective (MINOR)	3	Historical and Global Perspectives (College Requirement)	3
Elective (MINOR)	3	Elective (MINOR)	3
TOTAL Credits	16	TOTAL Credits	18

The pre-physical therapy health science student may apply to Mercy's Physical Therapy Program after 90 credits have been completed as long as all pre-requisite criteria have been met. Criteria include: Anatomy and Physiology I and II, Biology I, Chemistry I and II, Physics I and II, Developmental Psychology, Statistics for the Social and Behavioral Sciences, 15 credit minor concentration, GREs, 80 hours of volunteer/work experience in the field as well as general education requirements.

Recommended Electives: EXSC 110: Foundations of Exercise Science, EXSC 230 Applied Motor Learning, EXSC 360: Exercise Kinesiology (BIOL 303 and PHYS 160/161 are pre-reqs), EXSC 460 Exercise Physiology (BIOL 309, EXSC 360 pre-reqs), EXSC 490: Exercise Testing and Prescription (EXSC 460, EXSC 230 pre-reqs), PSYN 213: Psychology of Personality, PSYN 312: Abnormal Psychology, PSYN 232: Health Psychology, PSYN 311: Psychological Disorders of Childhood and Adolescence, PSYN 239: Adult Development and Aging

Recommended Pre-Occupational Therapy Tract

Fall, 1st year		Spring, 1st year	
Course	Credits	Course	Credits
SOCL 101: Introduction to Sociology	3	ENGL 112: Written English and Literary Studies II	3
MATH 116: College Algebra	3	PSYN 101: Introduction to Psychology	3
ENGL 111: Written English and Literary Studies I	3	PHYS 120: Physics of the Human Body	3
CINQ 101: Critical Inquiry	3	HLSC 215: Cultural Competency in Health care	3
HLSC 102: Introduction to Health Professions	3	SPCM 110: Oral Communication	3
TOTAL Credits	15	TOTAL Credits	15

Fall, 2nd year		Spring, 2nd year	
Course	Credits	Course	Credits
BIOL 130: A&P I Lecture	3	BIOL 131: A&P II Lecture	3
BIOL 130A: A&P I Lab	1	BIOL 131 A: A&P II Lab	1
Mathematics and Information Technology(College Requirement) Could be met w/ CISC 120	3	PSYN 233: Developmental Psychology Across the Lifespan	3
Ethical Perspectives (College Requirement)	3	Historical and Global Perspectives (College Requirement)	3
HLSC 225: Introduction to Health Profession's Literature and Scientific Writing	1	The Arts (College Requirement)	3
HLSC 402: Scientific Writing	2	Literature and Communication (College Requirement)	3
HLSC 210: Overview of Occupational Therapy Practice	1		
TOTAL Credits	14	TOTAL Credits	16

APPLY TO OT PROGRAM

Fall, 3rd year		Spring, 3rd year	
Course	Credits	Course	Credits
HLSC 410: Applied Neuroscience for the Rehabilitation Professional	4	HLSC 420: Introduction to Occupational Therapy	3
HLSC 344: Group Process for Health Professionals	3	HLSC 302: Pathology for Rehabilitation	3
Elective	3	Elective	3
HLSC 205: Standard Safety Precautions for the Health Care Professional	1	BHSC 370: Statistics for the Social and Behavioral Sciences	3
Elective	3	Elective	3
TOTAL Credits	14	TOTAL Credits	15

The pre-occupational therapy health science student may apply to Mercy College Occupational Therapy Graduate Program after 90 undergraduate credits have been completed including 20 credits of the program-required pre-requisites (included in the B.S. in Health Science degree). All pre-requisites must be completed prior to starting the Occupational Therapy Graduate Program, if accepted. Required pre-requisite courses include: Anatomy & Physiology I and II, Developmental Psychology, Abnormal Psychology, a Sociology or Anthropology course, Overview of Occupational Therapy, Human Anatomy with Cadaver, Introduction to Health Profession's Literature and Scientific Writing, Scientific Writing, Clinical Kinesiology and Applied Physics, Statistics for the Social and Behavioral Sciences, Standard Safety Precautions, Applied Neuroscience for the Rehabilitation Professional, Group Process for Health Professionals, and Introduction to Occupational Therapy.

Recommended Electives: PSYN 213: Psychology of Personality, PSYN 312: Abnormal Psychology, PSYN 232: Health Psychology, PSYN 311: Psychological Disorders of Childhood and Adolescence, PSYN 239: Adult Development and Aging, BHSC 366/HLSC 366: Medical Ethics; BHSC 271/HLSC 271 Medical Sociology: Health Care in the Modern Society; HLSC 295: Topics in Health Sciences; BHSC 366/HLSC 366: Medical Ethics; PSYN 207: Psychology of Learning; PSYN 228 (BHSC 228): The Psychology of the Preschool Child; PSYN 230: Cognitive Psychology; PSYN 243: Psychological Tests and Measurements; PSYN 257: Psychology of the Exceptional Child; PSYN 262 (BHSC 262, SOCL 262): Alcohol, Drugs, and Behavior; PSYN 315: Aging and Mental Health; PSYN 320: Psychobiology

Recommended Pre-Physician's Assistant Tract w/ Articulation into PA program at end of Junior year

Fall, 1st year		Spring, 1st year	
Course	Credits	Course	Credits
BIOL 160: General Biology I Lecture	3	BIOL 161: General Biology II Lecture	3
BIOL 160A: General Biology I Lab	1	BIOL 161A: General Biology II Lab	1
MATH 116: College Algebra	3	Mathematics and Information Technology (College Requirement) Should be met w/ MATH 201: Pre-calc	3
ENGL 111: Written English and Literary Studies I	3	ENGL 112: Written English and Literary Studies II	3
CINQ 101: Critical Inquiry	3	CHEM 160: General Chemistry I Lecture	3
SPCM 110: Oral Communication	3	CHEM 160A: General Chemistry I Lab	1
TOTAL Credits	16	TOTAL Credits	14

Fall, 2nd year		Spring, 2nd year	
Course	Credits	Course	Credits
CHEM 161: General Chemistry II Lecture	3	PSYCH 233: Developmental Psychology Across the Lifespan	3
CHEM 161A: General Chemistry II Lab	1	HLSC 215: Cultural Competency in Health care/Elective	3
BIOL 265 Microbiology	4		
HLSC 102: Introduction to Health Professions	3	BHSC 370: Statistics for the Social and Behavioral Sciences	3
Language and Cultural Perspectives (College Requirement)	3	Elective (MINOR)	3
Ethical Perspectives (College Requirement)	3	Historical and Global Perspectives (College Requirement)	3
TOTAL Credits	17	TOTAL Credits	15

Fall, 3rd year

Spring, 3rd year

Course	Credits	Course	Credits
BIOL 309: Human Physiology for Biomedical Students	3	Elective (MINOR)	4
BIOL 226: Elements of Biochemistry	3	Elective (MINOR)	3
Elective (MINOR)	3	Elective (MINOR)	3
JRSM 101: Junior Seminar	3	The Arts (College Requirement)	3
Literature and , Communication (College Requirement)	3	Social Perspectives (College Requirement)	3
TOTAL Credits	15	TOTAL Credits	16

The pre-physician's assistant health science student may apply to Mercy's Physician's Assistant Program after 90 credits have been completed as long as all pre-requisite criteria have been met. Criteria include: Biology I and II, Chemistry I and II, Human Physiology for Biomedical Sciences, Microbiology, Elements of Biochemistry, Statistics for the Social and Behavioral Sciences, Upper level biology course (317 or higher), 500 hours of volunteer or work experience in the field, 15 credit minor as well as general education requirements.

Recommended Electives: BIOL 310: Immunology, BIOL 360: Genetics, BIOL 317: Clinical Neuroscience, BIOL 366 Developmental Biology, BIOL 275: Cell Biology, BIOL 280: Histology, BIOL 200: Medical Terminology, BIOL 222: Pathophysiology

Recommended General Health Science Tract

Fall, 1st year

Spring, 1st year

Course	Credits	Course	Credits
BIOL 130: A&P I Lecture	3	BIOL 131: A&P II Lecture	3
BIOL 130A: A&P I Lab	1	BIOL 131A: A&P II Lab	1
MATH 116: College Algebra	3	SPCM 110: Oral Communication	3
ENGL 111: Written English and Literary Studies I	3	ENGL 112: Written English and Literary Studies II	3
CINQ 101: Critical Inquiry	3	HLSC 215: Cultural Diversity in Health care	3
HLSC 102 Introduction to Health Professions	3	HLSC 205: Standard Safety Precautions for the Health care Professional	1 1
TOTAL Credits	16	TOTAL Credits	14

Fall, 2nd year

Spring, 2nd year

Course	Credits	Course	Credits
HLSC 225: Introduction to Health Professions' Literature and Scientific Writing	1	HLSC 200: Issues in Personal Health	3
BHSC 271 / HLSC 271 Medical Sociology: Health Care in the Modern Society	3	BIOL 200: Medical Terminology	2
PSYN 101: Introduction to Psychology	3	BIOL 117: Nutrition	3
HLSC 402: Scientific Writing	2	Elective	2
HLSC 295: Topics in Health Sciences	3	PSYN 233: Developmental Psychology Across the Lifespan	3
MINOR	3	MINOR	3
TOTAL Credits	14	TOTAL Credits	15

Fall, 3rd year

Spring, 3rd year

Course	Credits	Course	Credits
The Arts (College Requirement)	3	Language and Cultural Perspectives (College Requirement)	3
BHSC 370: Statistics for the Social and Behavioral Sciences	3	BIOL 222: Pathophysiology / HLSC 302: Pathophysiology for Rehabilitation	3
JRSM 101: Junior Seminar	3	MINOR	3
HLSC 209 / EXSC 209: CPR and First Aid	2	Elective	3
MINOR	3	Elective	3
TOTAL Credits	14	TOTAL Credits	15

Fall, 4th year

Spring, 4th year

Course	Credits	Course	Credits
BHSC 308 / HLSC 308: Health Care Management	3	Historical and Global Perspectives (College Requirement)	3
		HLSC 400: Health Science Capstone	3
Ethical Perspectives (College Requirement)	3	Social Perspectives (College Requirement)	3
Mathematics and Information Technology (College Requirement)	3	BHSC 366 / HLSC 366: Medical Ethics	3
Literature and Communication (College Requirement)	3	Elective	3
MINOR	3		
TOTAL Credits	15	TOTAL Credits	15

Recommended Electives: EXSC 110: Foundations of Exercise Science, EXSC 230 Applied Motor Learning, EXSC 360: Exercise Kinesiology (BIOL 303 and PHYS 160/161 are pre-reqs), EXSC 460 Exercise Physiology (BIOL 309, EXSC 360 pre-reqs), EXSC 490: Exercise Testing and Prescription (EXSC 460, EXSC 230 pre-reqs), PSYN 213: Psychology of Personality, PSYN 312: Abnormal Psychology, PSYN 232: Health Psychology, PSYN 311: Psychological Disorders of Childhood and Adolescence, PSYN 239: Adult Development and Aging, BIOL 310: Immunology, BIOL 360: Genetics, BIOL 317: Clinical Neuroscience, BIOL 366 Developmental Biology, BIOL 275: Cell Biology, BIOL 280: Histology

At the completion of the Health Science major concentration, students are expected to:

- Master the foundational core concepts and competencies necessary for preparation for the role of a health care professional.
- Demonstrate professional behaviors that encompass strong interpersonal/inter-professional skills, cultural competence, ethical practice and a commitment to diversity.
- Apply professional/scientific literature and materials to support professional decision making related to clinical practice and health care issues.
- Acquire knowledge of the current health care system as well as challenges and changes in the delivery and funding of health care regionally and globally.

School of Liberal Arts

Miriam S. Gogol, Ph.D., *Dean*

DEPARTMENT OF COMMUNICATION AND ARTS

Richard Medoff, Ph.D., *Chair*

Communication Studies

Speech

Journalism and Media

Film/Culture

Journalism

Radio and Television Production

Computer Arts and Design

Music Industry and Technology

DEPARTMENT OF HUMANITIES

Manuel Santapau, M.A., *Chair*

History

Philosophy

Political Science

Religion

DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCES

Zhixiong Chen, Ph.D., *Chair*

Computer Information Systems*

Computer Science*

Cybersecurity*

Information Technology

Mathematics*

DEPARTMENT OF LITERATURE AND LANGUAGE

David Kilpatrick, Ph.D., *Chair*

English

Modern Foreign Languages

**Program also offered fully online*

Dual Degree B.S. + M.S. Program

The Bachelor of Science / Master of Science Dual Degree Program is an academic program that allows students interested in the teaching profession as a career choice to earn both a bachelor's degree and a master's degree in an accelerated format. Through this special program, qualified students who major in English, History, Mathematics, or Spanish can receive teacher certification in Middle Childhood or Adolescence Education as well as Early Childhood or Childhood Education. A key feature of this program allows students to take up to 15 graduate education credits during their upper junior and senior years, and these can be used toward satisfying their bachelor's as well as their master's degree requirements.

Please see the School of Education Section of this catalog for program and course details.

Major Concentration **COMMUNICATION STUDIES**

Judith C. Mitchell, M.A., M.B.A., *Program Coordinator*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 Credits

Major Concentration

Communication Studies 42 Credits

Open Electives 18 Credits

Total: 120 Credits

Students who major in Communication Studies must complete:

Foundation Courses

COMM 200 Interpersonal Communication

COMM 220 Intercultural Communication

COMM 330 Communication Law and Ethics

COMM 398 Communication Research

MEDA 145 Media in America

Communication Studies Requirements

COMM 370 Effective Presentations

COMM 451 Capstone in Communication Consulting

COMM 399 Internship

Communication Studies Electives

Communication Studies majors select 6 additional courses from the following categories as well as Topics in Communication Studies and additional internships (at least one course per category):

Communication Theory

MEDA 385 The Communication Revolution

MEDA 231 Propaganda

MKTG 225 Principles of Marketing

SPCM 219 Group Behavior

Production and Technology

MEDA 110 Radio Production I

MEDA 115 Fundamentals of Television Production

MEDA 215 Video Editing Workshop

CART 219 Web Design I

COMM 356 Communication Technologies

COMM 365 Newsletter Practicum

MEDA 132 Copy Editing and Graphics

MEDA 255 Creative Advertising

MEDA 201 Interviewing Techniques for Today's Media

Writing

- MEDA 130 News Reporting
- MEDA 134 Feature Article Writing
- ENGL 202 Business Writing
- ENGL 217 Introduction to Creative Writing
- ENGL 265 Introduction to Play Writing
- ENGL 266 Writing for the Web
- ENGL 402 Applied English Grammar

Speech and Theatre

- SPCM 240 Persuasion
- SPCM 246 Elements of Theatre
- SPCM 259 Oral Performance of Literature
- SPCM 263 Introduction to Acting
- SPCM 263 Scene Study
- SPCM 282 Play Directing

With approval from the Program head, other electives may be substituted based on the student's career interests.

Up to three internships may be taken by a student majoring in Communication Studies.

Specialization in Public Relations

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General education Requirements..... 60 credits

Major Concentration

Communication Studies/

Public Relations Specialization 42 credits

Open Electives 18 credits

Total 120 credits

Students who choose the Communication Studies/Specialization in Public Relations major must complete:

Foundation Courses

COMM 220 Intercultural Communication

COMM 330 Communication Law and Ethics

COMM 398 Communication Research

PSYN 250 Psychology of Communication

MEDA 385 The Communication Revolution

Specialization Requirements

COMM 225 Visual Communication

COMM 370 Effective Presentations

COMM 450 Studio: The Advanced Practice of Public Relations

MEDA 154 Publicity Writing

MEDA 252 The Practice of Public Relations

COMM 399 Internship

In addition, students who choose the Communication Studies/Specialization in Public Relations major select three courses (nine credits) in any combination from these four Specialized Elective Categories as well as COMM 295 Topics in Communication Studies:

Communication Theory

MEDA 145 Media in America

MEDA 231 Propaganda

MKTG 225 Principles of Marketing

SPCM 219 Group Behavior

SPCM 240 Persuasion

Production and Technology

MEDA 110 Radio Production I

MEDA 115 Fundamentals of Television Production

MEDA 215 Video Editing Workshop

CART 219 Web Design I

COMM 356 Communication Technologies

COMM 365 Newsletter Practicum
MEDA 132 Copy Editing and Graphics
MEDA 255 Creative Advertising
MEDA 201 Interviewing Techniques for Today's Media

Writing

MEDA 130 News Reporting
MEDA 134 Feature Article Writing
ENGL 202 Business Writing
ENGL 217 Introduction to Creative Writing
ENGL 266 Writing for the Web
ENGL 402 Applied English Grammar

Speech and Theatre

SPCM 240 Persuasion
SPCM 246 Elements of Theatre
SPCM 259 Oral Performance of Literature
SPCM 263 Introduction to Acting
SPCM 263 Scene Study
SPCM 282 Play Directing

With approval from the Program Head, other Specialization Electives may be substituted based on the student's career interests.

Up to three internships may be taken by a student majoring in Communication Studies.

MAJOR CONCENTRATION COMPUTER ARTS + DESIGN

Josh Gaetjen, M.F.A., *Program Head*

BACHELOR OF FINE ARTS

General Education Requirements 36 credits

*Major Concentration**

Computer Arts + Design 78 credits

Open Electives 6 credits

Total 120 credits

Students who choose the major concentration in Computer Arts + Design must complete:

General Education Courses (36 credits)

CINQ 101 Critical Inquiry

ENGL 111 Written English and Literary Studies I

ENGL 112 Written English and Literary Studies II

SPCM 110 Oral Communication

MATH 115 Mathematics for the Liberal Arts or MATH 116, College Algebra

JRSM 301 Junior Seminar

Plus, choose three credits from each of the areas below:

- 1) Literature and Communication: Literature, Speech, Communication.
- 2) Language and Cultural Perspectives: World Languages.
- 3) Ethical Perspectives: Philosophy, Religion.
- 4) Historical and Global Perspectives: History, Political Science, Geography.
- 5) Scientific Perspectives: Biology, Chemistry, Physics, Geology, Astronomy.
- 6) Social Perspectives: Sociology, Psychology, Economics.

MAJOR REQUIREMENTS (42 CREDITS)

CART 110 Foundation I: Design Principles

CART 120 Foundation I: Design + Digital Skills

CART 200 Drawing I

CART 214 Drawing II

CART / ARTT 215 History of Art I

CART / ARTT 216 History of Art II ^(cc)

CART 225 Foundation II: Process, Composition, Color

CART 240 Storyboarding

CART 245 Sound Design

CART 300 Figure Drawing

CART 315 Animation History

CART 316 Design History

CART 495 Senior Studio

CART 496 Senior Project

MAJOR ELECTIVES (36 CREDITS)

Select 12 courses from the following*:

- CART 250 Modeling for Digital Animation I
- CART 255 Modeling for Digital Animation II
- CART 320 2D Animation
- CART 325 Video
- CART 330 Painting I
- CART 335 Visual Storytelling
- CART 340 Digital Animation I
- CART 345 Digital Animation II
- CART 440 Digital Animation III
- CART 350 Digital Media + Interaction Design I
- CART 355 Digital Media + Interaction Design II
- CART 450 Digital Media + Interaction Design III
- CART 360 Game Design I
- CART 365 Game Design II
- CART 460 Game Design III
- CART 370 Graphic Design I: Word and Image
- CART 375 Graphic Design II: Grid and Identity
- CART 470 Graphic Design III: Complex Content Systems and Personal Voice
- CART 395 Special Topics in Computer Arts
- CART 399 Internship in Computer Arts
- CART 425 Animation Techniques
- CART/CISC 219 Web Design
- CART/CISC 259 Web Design II
- CART/MEDA 258 Fundamentals of Writing for Film and Television
- CART/MEDA 262 Introduction to Acting

OPEN ELECTIVES (SIX CREDITS)

Open electives may be fulfilled with approved transfer credits from another institution or courses from any other Mercy College program. It is highly recommended that majors take courses in the cognate programs of Media Studies, Music Industry and Technology, and Computer Information Systems.

REQUIREMENTS

In order to be admitted into the Computer Arts major, students must submit a portfolio of art work and essay to be reviewed by the Portfolio Review Admission Committee.

Contact the program for information and procedures for the portfolio review. Students who are not prepared to submit a portfolio may enroll in CART 200 with permission of the program head. Work from this course may be used to complete the portfolio review. Students will not be allowed to take additional CART courses until the portfolio review has been satisfactorily completed.

Students must maintain an overall GPA of 2.5 in all attempted and completed Major courses. If the GPA in the major is less than 2.5, the student will be subject to a formal assessment of his/her aptitude for the subject matter and standing in the program and may be dismissed from the major.

There is a 21-credit residency requirement in the major concentration of Computer Arts and Design.

Major Concentration
COMPUTER INFORMATION SYSTEMS

Narasimhaswamy Banavara, Ph.D., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

Major Concentration

Computer Information Systems &
Related Courses..... 45 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Computer Information Systems must complete:

FOUNDATION COURSES

- CISC 131 Foundations of Computing I*
- CISC 231 Foundations of Computing II*
- CISC 238 Graphical User Interface Application Development
- CISC 257 Computer Networks I
- MATH 122 Statistics*
- MATH 244 Discrete Structures
- ACCT 120 Introduction to Financial Accounting*

MAJOR COURSES

- CISC 301 Information Systems within Organizations
- CISC 311 Objects, Structures, and Algorithms
- CISC 335 Networks II
- CISC 337 Database Management Systems
- CISC 370 Systems Analysis and Design
- CISC 421 Operating Systems
- CISC 470 Information Systems Development and Implementation

and five major courses selected from the following:

- CISC 327 Computer Graphics
- CISC 339 Artificial Intelligence
- CISC 341 Computer Architecture
- CISC 359 Website Administration
- CISC 385 Cryptography & Computer Security
- CISC 395 Special Topics in Computer Information Science
- CISC 397 Independent Study in Computer Information Science

and any 300-level or above courses in the Cybersecurity Program (IASP).

- Mercy College's 15-credit residency requirement in the major concentrations of Mathematics, Computer Science, or Computer Information Systems must be satisfied by courses numbered 200 or above.
- Computer Information Systems majors who have not had their Mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirement.
- CISC 120 is a prerequisite for introductory courses in Computer Information Science, but may be waived with division approval.

* *These courses fulfill part of the General Education requirements.*

Major Concentration COMPUTER SCIENCE

Narasim Banavara, Ph.D., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

Major Concentration

Computer Science and Related Courses 47 credits

Open Electives 13 credits

Total **120 credits**

Students who choose the major concentration in Computer Science must complete:

FOUNDATION COURSES

CISC 131 Foundations of Computing I*

CISC 231 Foundations of Computing II*

CISC 257 Computer Networks I

MATH 244 Discrete Structures

MATH 260 Calculus I

MATH 261 Calculus II

and two courses in Computer Information Science selected from the following:

CISC 301 Information Systems within Organizations

CISC 327 Computer Graphics

CISC 337 Database Management Systems

CISC 339 Artificial Intelligence

CISC 359 Website Administration

CISC 385 Cryptography & Computer Security

CISC 395 Special Topics in Computer Information Science

CISC 397 Independent Study in Computer Information Science

MAJOR COURSES

CISC 271 Programming in C++

CISC 311 Objects, Structures & Algorithms I

CISC 335 Computer Networks II

CISC 341 Computer Architecture

CISC 371 Software Engineering I: Principles

CISC 421 Operating Systems

CISC 471 Software Engineering II: Senior Capstone Project^(cc)

MATH 350 Probability: Theory and Applications

and one course from the following:

MATH 307 Number Theory

MATH 315 Linear Algebra

MATH 329 Numerical Analysis

MATH 351 Statistics: Theory and Application

MATH 362 Differential Equations

MATH 365 Algebraic Structures

MATH 417 Mathematical Modeling

and any 300-level or above courses in the Cybersecurity Program (CSEC).

- Mercy College's 15-credit residency requirement in the major concentrations of Mathematics, Computer Science, or Computer Information Systems must be satisfied by courses numbered 200 or above.
- Computer Science majors who have not had their Mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirement.
- CISC 120 is a prerequisite for introductory courses in Computer Information Science, but may be waived with department approval.

* These courses fulfill part of the General Education requirements.

Major Concentration **CYBERSECURITY**

(Formerly **Information Assurance and Security**)

Jong Yoon, Ph.D., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Science

General Education Requirements 60 credits

Major Concentration

Cybersecurity 48 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in Cybersecurity must complete:

FOUNDATION COURSES

CISC 131 Foundations of Computing I*

CISC 231 Foundations of Computing II*

CISC 257 Computer Networks I

MATH 122 Statistics*

MATH 244 Discrete Structures

IASP 230 Introduction to Cybersecurity**

MAJOR COURSES

IASP 321 Linux Administration

IASP 330 Disaster Recovery / Business Continuity

CISC 335 Computer Networks II

CISC 337 Database Management Systems

CISC 385 Cryptography and Computer Security

IASP 420 Network Security

IASP 430 Introduction to Computer Forensics

IASP 470 System Security (Capstone)^(cc)

and five courses from the following:

IASP 310 Information Assurance & Control Systems: Protection

IASP 320 Information Assurance & Control Systems: Recovery

CISC 359 Website Administration and Security

IASP 440 Security Policy and Procedures

IASP 460 Introduction to Wireless Network Security

CISC 311 Objects, Structures, and Algorithms

CISC 339 Artificial Intelligence

CISC 370 Systems Analysis and Design

CISC 341 Computer Architecture

CISC 395	Special Topics in Computer Science
CISC 421	Operating Systems
IASP 395	Special Topics in Cybersecurity
IASP 475	Senior Project in Information Security
IASP 397	Independent Study in Cybersecurity

NOTE:

- Mercy College's 15-credit residency requirement in the major concentrations of Cybersecurity must be satisfied by courses numbered 200 or above.
- Cybersecurity majors who have not had their Mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirement, hence can take MATH 244 in sequence. Students should contact their faculty advisors or department chair before taking MATH 115.
- CISC 120 is a prerequisite for introductory courses, but may be waived if students pass the waive exam.
- Students in B.S. program can apply for B.S. + M.S. dual degree during their junior or senior year. They need to fill an evaluation form and send it to the program head. To get the benefit of dual degree, students should use all their open electives for graduate courses. Please refer the catalogue on B.S. + M.S. in Cybersecurity dual degree.

* *These courses fulfill part of the General Education requirements. The total of major concentration is 16 courses or 48 credits.*

** *This course can be transferred into if students have current security+ certificate.*

Students can choose to have a minor in Cybersecurity (refer to the requirement in this catalog). We suggest students consider taking the following among five courses: IASP 230, IASP 310 and IAS P330.

Dual Degree in CYBERSECURITY (BS + MS)

Jong Yoon, Ph.D., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Science	
General Education Requirements	60 credits
Major Concentration	
Cybersecurity (Undergraduate Courses).....	48 credits
Graduate Courses*	12 credits
Total	120 credits

MASTER OF SCIENCE

Course work completed during B.S. degree*	12 credits
Course work completed during M.S. degree	18 credits
Total combined B.S./M.S.	138 credits

* These 12 credits are taken as part of the bachelor’s degree; the remaining 18 credits are taken as a graduate student after the awarding of the bachelor’s degree. Please see Graduate Catalog for course descriptions.

Students who choose the dual degree program in Cybersecurity must complete:

UNDERGRADUATE COURSES

FOUNDATION COURSES

CISC 131	Foundations of Computing I*
CISC 231	Foundations of Computing II*
CISC 257	Computer Networks I
MATH 122	Statistics*
MATH 244	Discrete Structures
IASP 230	Introduction to Cybersecurity**

MAJOR COURSES

IASP 321	Linux Administration
IASP 330	Disaster Recovery/Business Continuity
CISC 335	Computer Networks II
CISC 337	Database Management Systems
CISC 385	Cryptography and Computer Security
IASP 420	Network Security
IASP 430	Introduction to Computer Forensics
IASP 470	System Security (Capstone) ^(cc)

and five courses from the following:

IASP 310	Information Assurance & Control Systems: Protection and Recovery
IASP 320	Information Assurance & Control Systems Recovery
CISC 359	Website Administration and Security
IASP 440	Security Policy and Procedures
IASP 460	Introduction to Wireless Network Security
CISC 311	Objects, Structures, and Algorithms
CISC 339	Artificial Intelligence
CISC 370	Systems Analysis and Design
CISC 341	Computer Architecture
CISC 395	Special Topics in Computer Science
CISC 421	Operating Systems
IASP 395	Special Topics in Cybersecurity
IASP 397	Independent Study in Cybersecurity

- Mercy College's 15-credit residency requirement in the major concentrations of Cybersecurity must be satisfied by courses numbered 200 or above.
- Cybersecurity majors who have not had their Mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirement, hence can take MATH 244 in sequence. Students should contact their faculty advisors or department chair before taking MATH 115.
- CISC 120 is a prerequisite for introductory courses, but may be waived if students pass the waive exam.

* *These courses fulfill part of the General Education requirements. The total of major concentration is 16 courses or 48 credits.*

** *This course can be transferred into if students have current security+ certificate.*

GRADUATE COURSES (Any four of the following)*

- IASP 500 Topics in Information Security
- IASP 510 Social Implications of Information Security
- IASP 520 Data Mining and Knowledge Discovery
- IASP 525 Distributed Database and Security
- IASP 530 Computer Forensic
- IASP 540 Information Assurance and Management
- IASP 545 E-Commerce Security
- IASP 550 Firewall and Intrusion Detection
- IASP 565 Internet Media and Security
- IASP 560 Wireless Network and Security
- IASP 580 IT Audit and Compliance

* *Students should not take any graduate level courses until they have completed 60 credits and maintained a cumulative GPA of at least 3.0 each semester at Mercy College. Students are encouraged to discuss with their academic advisors or program heads about suitable graduate course selection.*

NOTE:

1. Fresh students should apply for B.S. in Cybersecurity first and B.S./M.S. dual degree upon completion of the 51 credits General Education requirement and completion of at least 15 credits in their major field of study with a cumulative GPA of 3.0 or above. Students need to fill a one page application form to program head.
2. Transferred students with Associate degree to B.S. in Cybersecurity may apply for B.S./M.S. after upon completion of 15 credits in their majors in residence at Mercy College with a cumulative GPA of 3.0 or above. Students need to fill a one-page application form to program head.
3. Transferred students without Associate degree to B.S. in Cybersecurity may apply for B.S./M.S. dual degree upon completion of the 51 credits General Education requirement and completion of at least 15 credits in their major field of study. 30 credits must be taken in residency at Mercy College with a cumulative GPA of 3.0 or above. Students need to fill a one-page application form to program head.
4. To remain in the dual program, students must maintain a cumulative GPA of at least 3.0 each semester at Mercy College. Students may not take any graduate level courses until they have completed 60 credits and have an approval from program head.

Major Concentration ENGLISH

Frances Biscoglio, Ph.D., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

English 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in English Literature must complete:

ENGL 200 Poetics: An Introduction to Literary Texts^(cc)

ENGL 205 Survey of English Literature I

ENGL 206 Survey of English Literature II

ENGL 400 Capstone course: Seminar in Literary Research and Writing (only for students entering the major from Fall 2012)

Majors must take at least one course from each of the following four categories: Classical Texts, Social and Cultural Contexts, Literary Genres, and Historical Periods. The remaining 12 credits may be taken from any of these four categories, as well as from the fifth category, Language and Writing. Students who choose the Language and Writing Option* must take all of the remaining 12 credits from the fifth category. No more than two Topics in Literature (ENG 295) may be used to complete the major. Two Humanities courses numbered 212 or above may be used to fulfill major requirements (see Humanities course descriptions). In addition, English majors must complete six credits of Foreign Language.** It is recommended that the six credits in foreign language be in the same language.

CLASSICAL TEXTS:

ENGL 225 Classical Literature: Greek and Roman Literature

ENGL 230 The Bible as Literature

ENGL 242 Literature and Psychology

ENGL 243 Shakespeare in Music and Drama

ENGL 305 Chaucer

ENGL 315 Shakespeare

ENGL 316 Shakespeare's Tragedies

ENGL 320 Milton

ENGL 385 Masterpieces of European Literature

SOCIAL AND CULTURAL CONTEXTS:

ENGL 234 Literature by Women

ENGL/HIST 239 American Studies

ENGL 242 Literature and Psychology

ENGL 257 Latin American Literature

ENGL/HIST 263 The Black Atlantic World: Literature/History

ENGL 267 Caribbean Literature

ENGL 317 Hemingway

ENGL 352 Contemporary African Literature

ENGL 353 African-American Literature

ENGL 357 Contemporary Nobel Laureates in Literature

LITERARY GENRES:

- ENGL 212 Science Fiction
- ENGL 220 The Short Story
- ENGL 240 From Literature to Film
- ENGL 235 Biography and Autobiography
- ENGL 270 British Novel: 1750–1900
- ENGL 271 Modern British Novel:
1900–Present
- ENGL 280 History of Drama
- ENGL 281 Modern Drama
- ENGL 285 Modern Poetry
- ENGL 301 Utopian Literature
- ENGL 302 The Romance

HISTORICAL PERIODS:

- ENGL 268 Harlem Renaissance
- ENGL 275 Modern American Fiction
- ENGL 300 Medieval Literature
- ENGL 310 Renaissance Poetry and Prose
- ENGL 325 The Seventeenth Century:
Poetry and Prose
- ENGL 330 The Eighteenth Century
- ENGL 335 The Major English Romantics
- ENGL 340 The Major Victorians
- ENGL 360 American Colonial Writings
- ENGL 365 American Romanticism
- ENGL 370 American Realism

LANGUAGE AND WRITING:

Choose any four (4) for the Language and Writing Option

- ENGL 202 Business Writing
- ENGL 217 Creative Writing: Prose
- ENGL 218 Creative Writing: Poetry
- ENGL/SPCM 259 Oral Performance of
Literature
- ENGL/SPCM 265 Introduction to Play
Writing
- ENGL 266 Writing for the Web
- ENGL 402 Applied English Grammar
- ENGL 404 Structure and Form of English
- MEDA 134 Feature Article*
- MEDA 154 Publicity writing*

* Only English majors who choose the Language and Writing Option (12 credits in Language and Writing category plus the ENGL 400 as the capstone course) can take the MEDA courses for English credit.

** Three credits of this 6-credit Foreign Language requirement may count toward the general education foreign language requirement.

There is an 18-credit residency requirement in the major concentration of English.

The Four-Plus-One Program

The English Program's Four-Plus-One Program option offers a unique opportunity to qualified undergraduates in English who wish to pursue their Masters at an accelerated pace. If they meet the admissions criteria for the Master's Program in English, including a 3.0 GPA, they apply in the first semester of their junior year to the Master of Art in English at Mercy College. For further information see Four-Plus-One Program under Master of Arts in English Literature of the Graduate Catalog.

Major Concentration HISTORY

Manuel Santapau, M.A., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

History 30 credits

Open Electives 30 credits

Total 120 credits

Students who Choose the Major Concentration in History Must Complete:

Ten major courses numbered 230 and above which must include at least two major courses designated as American History; two major courses designated as European History; and two major courses designated as African, Asian, and Latin-American History. In addition, students take two courses of their choice, from either the above categories or the Major Electives category. The final two courses are required and are taken beginning the student's junior year after completion of 12 credits in the major. The first one, HIST 320 Historiography and Historical Method, is offered in the fall semester and online during the spring semester. The second one, HIST 495 Senior Seminar in History, is offered in the spring semester and online during the fall semester. Students entering the major are advised to work closely with the program head for History in selecting courses each semester to ensure that they are on track for completion of the degree.

AMERICAN HISTORY

(choose at least two)

HIST/ENGL 239 American Studies I

HIST/ENGL 253 The Black Atlantic: Literature/History

HIST 322 America in the Gilded Age and the Progressive Era: 1877 - 1920

HIST 324 History of the United States Since 1941

HIST 344 Slavery and the Civil War

HIST 351 African-American History

HIST 352 Latino-American History

HIST 355 American Cultural and Intellectual History

HIST 358 History of Women

HIST/POLS 365 The American Presidency

HIST/POLS 367 American Foreign Policy

HIST 379 History of the Family in America

AFRICAN, ASIAN, AND LATIN-AMERICAN HISTORY

(choose at least two)

HIST 331 History of Ancient Egypt

HIST 332 China in History: From Antiquity to the Present

HIST 333 Asia in Revolution

HIST 336 Africa: Colonialism and Independence

EUROPEAN HISTORY

(choose at least two)

- HIST 203 History and Culture of Victorian England
- HIST 301 The World of Antiquity
- HIST 304 Medieval Culture and Society
- HIST 307 Early Modern Europe
- HIST 308 Europe from the French Revolution to the Great War
- HIST 309 Europe in Upheaval: 1914 to the Present
- HIST 310 The History of Central Europe
- HIST 314 History of England
- HIST 327 Modern Russia

MAJOR ELECTIVES

(choose no more than two)

- HIST 295 Topics in History: History of the World
- HIST 295 Topics in History: History of the Jewish People from Antiquity to the Present
- HIST 356 Women Radicals and Reformers
- HIST 357 Women Rulers and Heads of State

TOPICS COURSES (HIST 295)

Topics courses are offered on occasion in special areas. Some examples are indicated above. Topics courses can be in any of the four previous categories, and can be used to fulfill the requirements in those categories.

REQUIRED

- HIST 320 Historiography and Historical Method^(cc)
- HIST 495 Senior Seminar in History

There is a 15-credit residency requirement in the major concentration of History.

The Four-Plus-One Program

History majors planning on pursuing a career in teaching Social Studies at the Middle Childhood and/or Adolescence Education level may apply to the Four-Plus-One Program, offered jointly by the School of Education and the School of Liberal Arts. The program is designed to allow majors to begin their Graduate Education coursework during their upper junior year. These courses will be counted jointly toward their undergraduate and graduate degrees. For specific program eligibility and requirements, please refer to the School of Education of this catalog.

The History major is offered completely online.

ASSOCIATE DEGREE PROGRAM
Major Concentration
INFORMATION TECHNOLOGY

Zhixiong Chen, Ph.D., *Program Head*

ASSOCIATE IN APPLIED SCIENCE*

General Education Requirements* 21 credits

Major Concentration

Information Technology and Related Courses** 39 credits

Total 60 credits

Students who choose the Associate in Applied Science in Information Technology must complete:

GENERAL EDUCATION

REQUIREMENTS:

- CISC 120 Introduction to Computers and Application Software
- ECON 115 The Economy, Jobs & You
- ENGL 109 Fundamentals of Exposition
- ENGL 110 Elements of Exposition
- SPCM 110 Oral Communication
- PSYN 119 The College Experience
- MATH 116 College Algebra
- HIST 119 or BIOL 110 or POLS 101

BUSINESS COURSES:

- ACCT 120 Introduction to Financial Accounting

COMMUNICATIONS STUDIES

COURSE:

- COMM 202 Business Writing

INFORMATION TECHNOLOGY:

- CISC 131 Foundations of Computing I
- CISC 219 Web Design I
- CISC 220 Database Applications
- CISC 230 PC Hardware
- CISC 238 Graphical User Interface Application Development
- CISC 257 Computer Networks I
- CISC 337 Database Management Systems

and three major Elective Courses selected from the following:

- CISC 231 Foundations of Computing II
- CISC 301 Information Systems within Organizations
- CISC 370 Systems Analysis and Design^(cc)
- CISC 380/381 Cooperative Education I & II*
- CISC 335 Data Communications: Principles and Applications

Any IASP courses

* A minimum of at least 30 credits must be taken in residence at Mercy College for the Associate in Applied Science in Information Technology Degree.

** A minimum of one half of the credits in the area of the major concentration must be taken in residence at Mercy College.

• With approval of Department Chairperson.

Major Concentration MATHEMATICS

Marion G. Ben-Jacob, Ph.D., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

Major Concentration

Mathematics 45 credits

Open Electives 15 credits

Total **120 credits**

Students who choose the major concentration in Mathematics must complete:*

FOUNDATION COURSES

MATH 131 Foundations of Computing I*

MATH 231 Foundations of Computing II

MATH 244 Discrete Structures

MATH 260 Calculus I

MATH 261 Calculus II

MAJOR COURSES

MATH 307 Number Theory

MATH 315 Linear Algebra

MATH 350 Probability: Theory and Applications

MATH 351 Statistics: Theory and Applications

MATH 360 Calculus III

MATH 365 Algebraic Structures

MATH 417 Mathematical Modeling^(cc)

and three courses in Mathematics selected from the following:

MATH 329 Numerical Analysis

MATH 362 Differential Equations

MATH 395 Special Topics in Mathematics

MATH 460 Advanced Calculus I

MATH 461 Advanced Calculus II

Mercy College's 15-credit residency requirement in the major concentrations of Mathematics, Computer Science or Computer Information Systems must be satisfied by courses numbered 200 or above.

- *Mathematics majors who have not had their Mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirements.*
- *MATH 120 may be waived with division approval.*

* *These courses fulfill part of the General Education requirements.*

Major Concentration
JOURNALISM AND MEDIA

With Concentration: FILM/CULTURE

Louis Grasso, M.A., M.F.A., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Media Studies 48 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in Journalism and Media with a concentration in Film/Culture must complete:

MEDA 209 Film and Culture^(cc)

MEDA 211 The Language of Film

MEDA 214 The Dark Genres: Film Noir, Science Fiction, Horror, and the Gangster Film

MEDA 221 Masters of Film Griffith, Welles, and Hitchcock

and six courses (18 Credits) from the following:

SPCM/ARTT 144 Understanding Movies

MEDA 145 Media in America

MEDA 212 The Western Movie

MEDA 213 Studios, Stars, and Spectacle in Hollywood's Golden Age, 1930-1950

MEDA 233 Film & Gender

MEDA 235 Screen Comedy and Clowns

MEDA 251 European Trends in Film

MEDA 295 Topics in Film

MEDA 397 Independent Study

In addition, students are required to take three courses (nine credits) from the following courses:

MEDA 258 Fundamentals of Writing for Film and Television

MEDA 359 Advanced Writing for Film and Television

MEDA/SPCM 246 Elements of Theatre

MEDA/SPCM 262 Intro. to Acting

MEDA/SPCM 263 Scene Study

MEDA/SPCM 282 Play Directing

and three courses (nine credits) from English Literature 200 and above.

Students are allowed to take 12 credits of open electives.

Major Concentration
JOURNALISM AND MEDIA

With Concentration: JOURNALISM

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Media Studies 48 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in Journalism and Media with concentration in Journalism must complete:

MEDA 134 Feature Article I^(cc)

MEDA 145 Media in America

MEDA 399 Internship in Media Studies

CONCENTRATION REQUIREMENTS:

MEDA 130 News Reporting I

ADDITIONAL REQUIREMENTS:

Students in this major must complete 18 credits selected from the following:

MEDA 132 Copy Editing and Graphics

MEDA/COCM 154 Publicity Writing

MEDA 230 News Reporting II

MEDA 234 Feature Article II

MEDA 240 Magazine Editing and Production

MEDA 251 Sports Reporting

MEDA 252 The Practice of Public Relations

MEDA 255 Creative Advertising

MEDA/LAWS 261 Media and the Law

MEDA/ARTT 275 Photojournalism

MEDA 295 Topics in Media Studies

MEDA 387 The Problems of American Journalism

MEDA 397 Independent Study in Media Studies

Students in this major must complete 12 credits in a concentration of TV/Radio Production or Film/Culture, or Theatre and Film Course offerings chosen in conjunction with the program head and six credits in major electives (or major English courses numbered 200 or above).

There is an 18-credit residency requirement in the major of Journalism and Media.

Major Concentration
JOURNALISM AND MEDIA

With Concentration: RADIO AND TELEVISION PRODUCTION

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Media Studies 48 credits

Open Electives 12 credits

Total 120 credits

Students who choose the major concentration in Journalism and Media with a concentration in Radio and Television Production must complete:

MEDA 134 Feature Article I

MEDA 145 Media in America

MEDA 399 Internship in Media Studies

CONCENTRATION REQUIREMENTS:

MEDA 115 Fundamentals of Television Production^(cc)

MEDA 110 Radio Production I

or

MEDA 120 Television Studio Production

ADDITIONAL REQUIREMENTS:

Students in this major must complete 15 credits selected from the following:

MEDA 110 Radio Production I

MEDA 120 Television Studio Production

MEDA 200 Television Performance

MEDA 201 Interview Techniques for Today's Media

MEDA 210 Advanced Radio Production

MEDA 215 Videotape Editing Workshop

MEDA 220 Advanced Television Workshop

MEDA 295 Topics in Media Studies

MEDA 303 Broadcast Journalism

MEDA 311 TV and Radio News Writing and Production

MEDA 321 Television Field Production

SPCM 230 Speaking for Success

Students in this major must complete 12 credits in a concentration of Journalism and Media in conjunction with the program head and six credits in major electives (or major English courses numbered 200 or above).

There is an 18-credit residency requirement in the major of Journalism and Media.

MUSIC INDUSTRY + TECHNOLOGY

The Music Industry and Technology program is offered in dedicated recording studios and labs within the Center for Digital Arts. <http://www.mercy.edu/cda>.

The program is designed to prepare students for careers in the music and media industries with an emphasis on music production, recording engineering, electronic music synthesis and music composition & sound design for visual media. Additional courses in concert & theatre sound and audio system design & installation are offered as electives.

Students are encouraged to take courses in related fields such as game development, animation and video production to expand career possibilities and better understand the industries that employ audio & music specialists.

Admission Requirements:

- In addition to applying for general admission to the college, applicants must apply directly to the Music Industry and Technology Program.
- Applicants must submit an essay describing their related experience and/or skills, and reasons for selecting this course of study.
- A supplemental demonstration recording (demo) may be required.
- Admission procedures are available at the department website www.mercy.edu/cda.

General Requirements:

- Students must demonstrate a fundamental understanding of music notation, OR complete MUSI 101 Elements of Music before enrolling in the required MUSI 103 Theory & Musicianship I.
- Students must achieve a minimum grade of C in any major course for it to apply towards the degree.
- Students must maintain an overall GPA of 2.5 in Major courses to graduate. Students may be required to repeat or take additional courses to achieve the required GPA.
- Students must pass a final comprehensive department proficiency exam, and complete an approved portfolio to be eligible for graduation.
- There is a 24-credit residency requirement for the concentration in Music Industry and Technology.
- Students should enroll in MUSI 101, MTEC 101 & MTEC 110, their first fall semester.

Major Concentration
MUSIC INDUSTRY AND TECHNOLOGY

Paul Steinman, M.A., *Program Head*

BACHELOR OF SCIENCE

General Education Requirements 60 credits

Major Concentration 60 credits

Total 120 credits

Students must complete the following:

MUSIC (nine credits):

MUSI 103 Theory and Musicianship I (prerequisite MUSI 101 or Exam)

MUSI 104 Theory and Musicianship II

MUSC 201 Theory and Musicianship III

MUSIC INDUSTRY AND TECHNOLOGY (36 Credits):

MTEC 100 Music Business I

MTEC 200 Music Business II

MTEC 101 Audio Production I

MTEC 201 Audio Production II

MTEC 301 Audio Production III

MTEC 302 Audio Production IV^(cc)

MTEC 220 Recording Studio Workshop I (prerequisite MTEC 301)

MTEC 110 Electronic Music I

MTEC 210 Electronic Music II

MTEC 310 Electronic Music III

MTEC 315 Electronic Music IV

MTEC 335 Survey of Music Production Styles

Major Electives (15 credits):

Choose six courses from below:

Courses in related disciplines may be substituted under advisement by the program.

MUSI 203 Theory & Musicianship IV

MTEC 320 Recording Studio Workshop II

MTEC 225 Sound Reinforcement

MTEC 230 Audio System Design and Installation

MTEC 330 Recording Studio Production Techniques

MTEC 325 Audio for Video

MTEC 340 Techniques of Underscoring

MTEC 350 Advanced Mixing

MTEC 295 Topics in Music Technology (sound for games, mastering, etc.)

MTEC 399 Internship in the Music Industry (may be repeated)

ASSOCIATE DEGREE PROGRAM

Major Concentration

MUSIC INDUSTRY AND TECHNOLOGY

ASSOCIATE IN APPLIED SCIENCE

General Education Requirements	15 credits
Music Industry and Technology	45 credits
Total	60 credits

Students who choose the Associate in Applied Science in Music Industry and Technology must complete:

**General Education Requirements
(15 credits):**

CISC 120 Introduction to Computers and Application Software	
ENGL 111 Written English & Literary Studies I	
ENGL 112 Written English & Literary Studies II	
MATH 115 Mathematics for the Liberal Arts	
SPCM 110 Oral Communication	

MUSIC (three credits):

MUSI 103 Theory and Musicianship I (prerequisite MUSI 101 or Exam)	
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**MUSIC INDUSTRY and TECHNOLOGY
(24 credits):**

MTEC 100 Music Business I	
MTEC 101 Audio Production I	
MTEC 201 Audio Production II	
MTEC 301 Audio Production III	
MTEC 302 Audio Production IV ^(cc)	
MTEC 220 Recording Studio Workshop I (prerequisite MTEC 301)	
MTEC 110 Electronic Music I	
MTEC 210 MIDI Systems II	
MTEC 110 Electronic Music I	
MTEC 210 Electronic Music II	

**Select six courses from the following
(18 credits):**

MTEC 200 Music Business II	
MTEC 310 Electronic Music III	
MTEC 315 Electronic Music IV	
MTEC 320 Recording Studio Workshop II	
MTEC 225 Sound Reinforcement	
MTEC 230 Audio System Design and Installation	
MTEC 330 Recording Studio Production Techniques	
MTEC 325 Audio for Video	
MTEC 350 Advanced Mixing	
MTEC 295 Topics in Music Technology (sound for games, mastering, etc.)	
MTEC 399 Internship in the Music Industry (may be repeated)	
MUSI 104 Theory and Musicianship II	
MUSI 201 Theory and Musicianship III	

- *Students must apply directly to the Music Industry and Technology program.*
- *Students must be formally accepted and receive an acceptance letter from the head prior to declaring the major and/or enrolling in any major courses (admission policies and procedures are available through the department).*
- *Students should enroll in MUSI 101, MTEC 101 & MTEC 110, their first fall semester.*
- *Students must achieve a minimum grade of C in all major courses and/or pre-requisites.*
- *Students must maintain a minimum GPA of 2.50 in major courses.*
- *Students must pass a comprehensive proficiency exam before graduation.*

Major Concentration SPANISH

Alan Hartman, M.A., *Program Head*

BACHELOR OF ARTS

General Liberal Arts And Sciences

General Education Requirements 60 credits

Major Concentration

Spanish Language and Literature..... 30 credits

Open Electives 30 credits

Total 120 credits

The department recommends that a major in Spanish be combined with a concentration in French or Italian to maximize career opportunities. Those seeking certification as Foreign Language teachers should contact the School of Education for certification requirements.

Students who choose the Major Concentration in Spanish Must Complete:

SPAN 230 La Gramatica Espanola (recommended for non-native speakers of Spanish)

or

ENGL 402 Applied English Grammar (recommended for non-native speakers of English)

and

FORL 233 Comparative Romance Literatures

SPAN 238 Introduction to Literary Criticism for Hispanic Studies

SPAN 301 Masterworks in the Spanish Language^(cc)

and

six major Spanish courses numbered 231 and above which must include three major courses designated as Broad and three major courses designated as Focus.

The courses listed as Broad are more comprehensive topically than the Focus courses, which emphasize greater depth within a specific topic.

Broad:

- SPAN 235 Spanish Culture
- SPAN 236 Spanish-American Culture
- SPAN 237 "Preceptiva Literaria" for Hispanic Studies
- SPAN 256 Spain Today
- SPAN 258 Spanish-America Today
- SPAN 265 Reading and Composition
- SPAN 311 Main Currents in Spanish Civilization I
- SPAN 312 Main Currents in Spanish Civilization II
- SPAN 349 Contemporary Spanish Literature
- SPAN 351 Main Currents in Spanish-American Civilization I
- SPAN 352 Main Currents in Spanish-American Civilization II
- SPAN 372 Spanish Conversation

Focus:

- SPAN 240 Aspects of Caribbean Culture
- SPAN 241 Main Currents in Puerto Rican Civilization
- SPAN 295 Topics in Literature and Linguistics
- SPAN 305 Cervantes and His World
- SPAN 325 The Golden Age
- SPAN 344 Nineteenth Century Spanish Literature*
- SPAN 346 "Modernismo" in Spain and Spanish-America
- SPAN 347 The Generation of 1898
- SPAN 348 The Generation of Ortega y Gasset and Garcia Lorca
- SPAN 359 Spanish-American Black Literature
- SPAN 397 Independent Study in Spanish

School of Social & Behavioral Sciences

Mary Knopp Kelly, Ph.D., *Interim Dean*

DEPARTMENT OF PSYCHOLOGY AND SOCIAL WORK

Mary Knopp Kelly, Ph.D., *Chair*

Psychology*
Social Work**

DEPARTMENT OF SOCIAL SCIENCES

Diana D'Amico Juettner, J.D., *Chair*

Behavioral Science*
Behavioral Science with specializations in:
 Community Health, Gerontology, Health Services Management*
Criminal Justice*
Criminal Justice with specialization in Forensics
International Relations and Diplomacy
Legal Studies
Legal Studies with specializations in:
 Paralegal Studies***
 Political Science
Sociology

* *Program also offered fully online*

** *The Social Work Major is accredited by the Council on Social Work Education*

*** *American Bar Association approved program*

Mercy College is a member of the American Association for Paralegal Education. The Legal Studies major with a specialization in Paralegal Studies is approved by the standing Committee on Paralegals of the American Bar Association.

Dual Degree B.S. + M.S. Program

The Bachelor of Science / Master of Science Dual Degree Program is an academic program that allows students interested in the teaching profession as a career choice to earn both a bachelor's degree and a master's degree in an accelerated format. Through this special program, qualified students who major in Behavioral Sciences or Psychology can receive teacher certification in Early Childhood or Childhood Education. A key feature of this program allows students to take up to 15 graduate education credits during their senior years. These can be used toward satisfying their bachelor's as well as their master's degree requirements.

Please see the School of Education Section of this catalog for program and course details.

Major Concentration **BEHAVIORAL SCIENCE**

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Behavioral Science must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

and

eight elective courses selected under advisement from the major offerings in Psychology and/or Sociology numbered 200 and above.

At least two major courses in Psychology and two major courses in Sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school.

There is an 18-credit residency requirement in the major concentration of Behavioral Science.

- *PSYN 101 and SOCL 101 are prerequisites for the major courses in Psychology and Sociology and fulfill part of the General Education requirements.*

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: COMMUNITY HEALTH

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Behavioral Science with a Specialization in Community Health must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 271 Medical Sociology: Health Care in the Modern Society

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

PSYN 232 Health Psychology

SOCL 308 Health Care Management

SOCL 366 Medical Ethics

and

four elective courses selected under advisement from the major offerings in Psychology and/or Sociology numbered 200 and above.

At least two major courses in Psychology and two major courses in Sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school.

There is an 18-credit residency requirement in the major concentration of Behavioral Science.

- PSYN 101 and SOCL 101 are prerequisites for the major courses in Psychology and Sociology and fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: GERONTOLOGY

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Behavioral Science with a Specialization in Gerontology must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 282 Perspectives on Aging

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 399 Internship in the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

PSYN 232 Health Psychology and Behavioral Medicine

PSYN 315 Aging and Mental Health

or

PSYN 239 Adult Development and Aging

SOCL 271 Medical Sociology: Health Care in the Modern Society

and

three elective courses selected under advisement from the major offerings in Psychology and/or Sociology numbered 200 and above.

At least two major courses in Psychology and two major courses in Sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school.

There is an 18-credit residency requirement in the major concentration of Behavioral Science.

- PSYN 101 and SOCL 101 are prerequisites for the major courses in Psychology and Sociology and fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: HEALTH SERVICES MANAGEMENT

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Behavioral Science with a Specialization in Health Services Management must complete:

BHSC 244 Social Psychology
BHSC 226 Computers for the Social and Behavioral Sciences
BHSC 348 Methodology for the Social and Behavioral Sciences
BHSC 426 Classics in the Social and Behavioral Sciences
SOCL 271 Medical Sociology: Health Care in the Modern Society
SOCL 308 Health Care Organization and Management
SOCL 366 Medical Ethics

and any two of the following:

ACCT 120 Introduction to Financial Accounting
ACCT 121 Introduction to Management Accounting
BHSC 370 Statistics for the Social and Behavioral Sciences
PSYN 345 Industrial Psychology
SOCL/LAWS/POLS/PSYN 255 Managing Human Conflict I

and

three elective courses selected under advisement from the major courses in Psychology and/or Sociology numbered 200 or above. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school.

There is an 18-credit residency requirement in the major concentration of Behavioral Science.

- PSYN 101 and SOCL 101 are prerequisites for the major courses in Psychology and Sociology and fulfill part of the General Education requirements.

Major Concentration CRIMINAL JUSTICE

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Criminal Justice 36 credits

Open Electives 24 credits

Total **120 credits**

Students who choose the major concentration in Criminal Justice must complete:

- CRJU 102 Introduction to the Criminal Justice System
- CRJU 204 Introduction to Corrections
- CRJU/SOCL 212 Criminology
- CRJU 236 Criminal Court Process
- CRJU 253 Policing
- CRJU/POLS 301 Constitutional Law and Criminal Justice
- CRJU 401 Senior Seminar in Criminal Justice^(cc)

In addition, students must select any five courses in total from Criminal Justice numbered 200 or above or from the following approved electives:

- LAWS 203 Law of Evidence
- LAWS 255 Managing Human Conflict I
- LAWS 256 Managing Human Conflict II
- PSYN 209 Introduction to Forensic Psychology
- PSYN 244 Social Psychology
- PSYN 312 Abnormal Psychology
- PSYN 340 Psychology of Crisis
- SOCL 201 Law, Order, and Justice
- SOCL 206 Sociology of Violence
- SOCL 236 Social Deviance
- SOCL 315 Terrorism
- SOCL 370 Statistics for the Social and Behavioral Sciences
- CRJU 399 Internship in Criminal Justice*

* It is strongly recommended that students who have no experience in the Criminal Justice field enroll in CRJU 399.

There is an 18-credit residency requirement in the major concentration of Criminal Justice.

- PSYN 101 is a prerequisite for all PSYN courses numbered 120 and above. SOCL 101 is a prerequisite for all SOCL courses numbered 120 and above. PSYN 101 and SOCL 101 fulfill part of the General Education requirements. All the courses in this category fulfill Liberal Arts requirements.

Major Concentration
CRIMINAL JUSTICE

With Specialization: FORENSICS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Criminal Justice 39 credits

Open Electives 21 credits

Total 120 credits

Students who choose the major concentration in Criminal Justice with a Specialization in Forensics must complete all of the following courses:

CRJU 102 Introduction to the Criminal Justice System

CRJU 204 Introduction to Corrections

CRJU 212 Criminology

CRJU 236 Criminal Court Process

CRJU 253 Policing

CRJU 255 Crime Scene Investigation

CRJU 256 Criminal Investigation

CRJU 401 Senior Seminar in Criminal Justice^(cc)

LAWS 203 Law of Evidence

PSYN 209 Introduction to Forensic Psychology

SINC 161 Forensic Science I

SINC 162 Forensic Science II

SOCL 348 Methodology for the Social and Behavioral Sciences

There is a 21-credit residency requirement in the major concentration of Criminal Justice with specialization in Forensics.

- *PSYN 101 is a prerequisite for all PSYN courses numbered 120 and above. SOCL 101 is a prerequisite for all SOCL courses numbered 120 and above. PSYN 101 and SOCL 101 fulfill part of the General Education requirements. All the courses in this category fulfill Liberal Arts requirements.*

Major Concentration
INTERNATIONAL RELATIONS AND DIPLOMACY

Diana D'Amico Juettner, J.D., *Program Director*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

International Relations and Diplomacy 42 credits

Open Electives 18 credits

Total 120 credits

Students who choose the major concentration in International Relations and Diplomacy must complete:

IRDP 110 World Cultures: Diversity, Politics, and Tolerance

IRDP 252 (SOCL 252) Globalization

IRDP 372 (POLS 372) International Organization/United Nations

IRDP 373 (POLS 373) International Organization/Case Studies

IRDP 340 (POLS 340) The Art and Science of International Relations

IRDP 356 (POLS) International Negotiation and Diplomacy

IRDP 420 International Security: Risks, Crises, and Conflict^(cc)

and

three additional Area Studies or topical courses designated as International Relations and Diplomacy electives, which may be chosen from this list (other courses may be so designated by permission of the program head):

HIST 309 Europe - 1914 to the Present

HIST 332 China in History: From Antiquity to the Present

HIST 333 Asia in Revolution

HIST 336 Africa: Colonialism and Independence

HIST 367 (POLS 367) American Foreign Policy

ENGL 257 Latin American Literature

ENGL 263 (HIST 263) The Black Atlantic World

ENGL 352 Contemporary African Literature

IDRP 295 / SOWK 295 / BHSC 295 / PSYN 295 / SOCL 295 Contemporary Issues

SOCL 249 Race, Culture and Ethnicity

SOCL 206 Sociology of Violence

ECON 250 (INBU 250) International Business

SPCM 250 (PSYN 250) Psychology of Communication

NURS 369 Community Health Nursing: A Global Perspective

Students in the major concentration of International Relations and Diplomacy must also fulfill a language requirement by demonstrating competency or by taking language courses either at Mercy College or another institution. Students fulfilling this requirement at Mercy may choose either a four-semester sequence in a single language (pending placement, with a minimum of two semesters for fulfilling the International Relations and Diplomacy program language requirement) or a sampler of three different exposure courses, with either option totaling up to 6–12 credits granted towards the degree. Alternatively, students may pursue demonstrated competency in a foreign language, or study abroad in a non-English speaking country with demonstrated basic competency in the language. Six credits will be applied to the IRDP major.

In addition, students are required to complete six credits from one of the tracks below:

- IRDP 431, IRDP 432 (three credits each) Study Abroad for International Relations and Diplomacy majors
- IRDP 441, IRDP 442 (three credits each) Model UN Track
- IRDP 451, IRDP 452 (three credits each) University for Peace Program
- IRDP 461, IRDP 462 (three credits each) Service Learning through Externship
- IRDP 471, IRDP 472 (three credits each) Capstone Project (Alternative to Experiential Component)

There is an 18-credit residency requirement in the major concentration of International Relations and Diplomacy.

Major Concentration
PARALEGAL STUDIES

Donna F. Bookin, J.D., *Program Head*
DBookin@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Paralegal Studies 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Paralegal Studies must complete:

LAWS 130 Introduction to Legal Studies

LAWS/SOCL/POLS/PSYN 255 Managing Human Conflict I

LAWS/POLS 361 Constitutional Law and Policy

PARA 260 Legal Research and Writing I

PARA 300 Legal Research and Writing II

PARA 206 Substantive Law and Document Drafting

PARA 302 Litigation

PARA 410 Advanced Seminar in Paralegal Studies

and

two courses in Paralegal Studies numbered PARA 201 through PARA 303 and two additional courses from Paralegal Studies numbered 201 or above, LAWS numbered 203 or above.

There is an 18-credit residency requirement in the major concentration in Paralegal Studies.

Mercy College is a member of the American Association for Paralegal Education. The Paralegal Studies major is approved by the Standing Committee on Paralegals of the American Bar Association.

PARALEGALS ARE NOT LICENSED TO PRACTICE LAW.

Paralegals work under the direct supervision of an attorney who is responsible for the work product of the paralegal.

Major Concentration
PARALEGAL STUDIES

With Specialization: Legal Studies

Donna F. Bookin, J.D., *Program Head*
DBookin@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Legal Studies* 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Paralegal Studies with a specialization in Legal Studies must complete:

LAWS 130 Introduction to Legal Studies

LAWS 255 Managing Human Conflict I

LAWS 310 Introduction to the Law School Experience **OR**

LAWS 220 The Art of Legal Reasoning

LAWS/POLS 361 Constitutional Law and Policy^(cc)

and

five additional courses in Legal Studies numbered 203 or above or Paralegal Studies Courses numbered 201 or above.

and

three courses from the following:

LAWS 203 Law of Evidence

LAWS 220 The Art of Legal Reasoning

LAWS 235 Argumentation, Debate and the Court Room

LAWS 210 Exploring the Courts in New York

LAWS 256 Managing Human Conflict

LAWS 295 Contemporary Issues in Legal Studies

LAWS 380/381 Cooperative Education in Legal Studies

ENGL 402 Applied English Grammar

ENGL 404 The Structure and Form of English

Any Political Science course numbered 300 or above.

There is an 18-credit residency requirement in the major concentration in Paralegal Studies with a specialization in Legal Studies.

* *Note: No more than Twelve Credits of Paralegal Studies courses may be taken for the Paralegal Studies with a specialization in Legal Studies major.*

Major Concentration
PARALEGAL STUDIES

With Specialization: Political Science

Donna F. Bookin, J.D., *Program Head*
DBookin@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Legal Studies 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Paralegal Studies with a Specialization in Political Science must complete:

LAWS 130 Introduction to Legal Studies

LAWS 255 Managing Human Conflict I

LAWS/POLS 361 Constitutional Law and Policy^(cc)

PARA 260 Legal Research and Writing I **or** LAWS 220 The Art of Legal Reasoning
and

five courses in Political Science numbered 282 or above.

and

three courses from the following:

Any Legal Studies courses numbered 203 or above.

ENGL 402 Applied English Grammar

ENGL 404 The Structure and Form of English

There is an 18-credit residency requirement in the major concentration in Paralegal Studies with a Specialization in Political Science.

Major Concentration PSYCHOLOGY

Ellen F. Sperber, Ph.D., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Psychology 36 credits

Open Electives 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Psychology 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in Psychology must complete:

PSYN 210 Modern Psychology in Historical Perspective^(cc)

PSYN 226 Computers for the Social and Behavioral Sciences

PSYN 320 Psychobiology

PSYN 370 Statistics for the Social and Behavioral Sciences

PSYN 372 Experimental Psychology I: Methodology

PSYN 426 Classics in the Social and Behavioral Sciences

In addition to these six required courses, six major elective courses in Psychology numbered 200 or above must also be completed.

Once Psychology is declared as the major, it is recommended that a Psychology Advisor be contacted to be sure that all graduation requirements are met.

There is an 18-credit residency requirement in the major concentration of Psychology.

- *PSYN 101 is a prerequisite for the major courses in Psychology and fulfills part of the General Education requirements.*

Suggested Courses for Students Planning to Attend Graduate School in Psychology

It is recommended that students planning to attend graduate school should complete the six required courses for the major, as listed above, in addition to selecting at least six courses from the following list:

- Psychology of Learning
- Abnormal Psychology
- Psychology of Personality
- Cognitive Psychology
- Health Psychology
- Psychological Tests and Measurements
- Social Psychology
- Child Psychology

Dual Degree B.S. + M.S. Program

Dual Degree in Psychology and Education Program (B.S. in Psychology + M.S. in Education)

The Bachelor of Science/Master of Science Dual Degree Program is an academic program that allows students interested in the teaching profession as a career choice to earn both a bachelor's degree and a master's degree in an accelerated format. Through this special program, qualified students who major in Psychology can receive teacher certification in Early Childhood or Childhood Education. A key feature of this program allows students to take up to 15 graduate education credits during their senior years. These can be used toward satisfying their bachelor's as well as their master's degree requirements.

Requirements

Psychology students planning to complete the Dual Degree and receive the teaching certification in Early Childhood or Childhood Education must complete the 36 credits required for the undergraduate psychology major as described above, including Child Psychology (PSYN 254). They may take 3 graduate education credits in their upper junior semester and an additional 12 credits in their senior year. In addition, they must maintain at least a 3.0 GPA. Students may apply in their senior year for admissions to the M.S. Graduate Education Program.

Please see the School of Education Section of this catalog for program and course details.

Suggested Courses for Dual Degree

It is further suggested that students complete several elective courses from the following list:

- Psychology of Learning
- Cognitive Psychology
- Psychological Tests and Measurements
- Psychology of the Exceptional Child
- Psychological Disorders of Childhood and Adolescence

Four Plus One Program

(B.S. in Psychology + M.S. in Psychology)

Qualified undergraduate psychology students have an opportunity to complete the M.S. Psychology degree in one year. Students can complete the 36-credit degree by taking three graduate credits each semester of their senior year (for a total of six credits), which will apply toward the graduate and undergraduate degree. Once the B.S. is completed, they can complete the M.S. degree within a single academic year.

Requirements

Student must meet the admissions criteria for the M.S. degree in Psychology including: at least a 3.0 GPA, a grade of B or higher in statistics (PSYN 370), and completion of 90 undergraduate credits. Students may apply in their junior year to the M.S. Psychology Program.

See Graduate Catalog for specific requirements for M.S. Psychology degree and Four-Plus-One Degree.

Major Concentration **SOCIAL WORK**

Carol Bennett-Speight, D.S.W., L.S.W., *Program Head*

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Social Work 42 credits

Open Electives 18 credits

Total 120 credits

Students who are accepted into the major concentration in Social Work must complete:

- SOWK 311 Human Behavior and the Social Environment I
- SOWK 312 Human Behavior and the Social Environment II
- SOWK 314 Issues of Diversity in Social Work Practice
- SOWK 322 Social Work Practice I
- SOWK 332 Social Work Research
- SOWK 342 Social Welfare Policy and Services
- SOWK 423 Social Work Practice II
- SOWK 424 Social Work Practice III
- SOWK 426 Influencing Communities, Organizations and Social Policy II
- SOWK 431 Field Practicum I^(cc)
- SOWK 432 Field Practicum II
- SOWK 435 Social Work with Children and Adolescents or
- SOWK 436 Social Work in Health and Mental Health Services

The following general education courses should be completed:

- PSYN 101 Introduction to Psychology
- SOCL 101 Introduction to Sociology
- CISC 120 Introduction to Computers and Application Software
- SOWK/ BEH/ 201 Introduction to Social Work (recommended)

A minor concentration in Social Work is also offered, composed of 15 credits of Social Work Theory with no more than three credits in Social Work Practice.

The following course should be taken unless already preceded by completion of another science course:

- BIOL 110 Introduction to Human Biology

Students majoring in social work should consult with their social work advisor regarding the proper sequencing of courses and the selection of electives to meet major requirements. Students must maintain a 2.8 GPA in major courses and achieve a grade of B- or better in the Field Practicum in order to continue in the social work major.

There is a 24-credit residency requirement in the major concentration of Social Work. There is a five-year statute of limitations on required Social Work courses. Exceptions may be approved by the director of the program.

Admission to the Major:

Students who plan to major in Social Work or who want to explore their interest in this field are encouraged to consult with the director of the Social Work Program.

Students must apply for admission to the Social Work major by the end of their sophomore year. They should contact the director of the Social Work Program for information and application procedures for admission to the major. Transfer students are encouraged to contact the Social Work Program for application materials at the same time they are applying for admission to the college. Freshmen and sophomores intending to apply for admission to the Social Work Program should declare Pre-Social Work as their major. Students should have a 2.6 GPA or better for admission to the major, but students may be admitted provisionally at the discretion of the program director. Students usually enter the Social Work Program at the beginning of their junior year, in the fall semester, following completion of the application process and acceptance for admission to the program.

Accreditation:

Mercy College offers a B.S.W. degree in Social Work that is approved by the New York State Department of Education. The Social Work program has been accredited by the Council on Social Work Education.

Major Concentration **SOCIOLOGY**

Dorothy Cali Balancio, Ph.D., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Sociology 33 credits

Open Electives 27 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Science

General Education Requirements 60 credits

Major Concentration

Sociology 33 credits

Open Electives 27 credits

Total 120 credits

Students who choose the major concentration in Sociology must complete:*

SOCL 226 Computers for the Social and Behavioral Sciences

SOCL/LAWS/POLS/PSYN 255 Managing Human Conflict I

SOCL/BHSC 249 Race, Culture and Ethnicity^(cc)

SOCL 348 Methodology for the Social and Behavioral Sciences

SOCL 370 Statistics for Social and Behavioral Sciences

SOCL 426 Classics in the Social and Behavioral Sciences

and

five major elective courses in Sociology numbered 200 and above selected under advisement.

There is an 18-credit residency requirement in the major concentration of Sociology.

* SOCL 101 is a prerequisite for the major courses in Sociology and fulfills part of the General Education requirement.

General Education Competencies

Before being awarded a degree, all students are expected to demonstrate an appropriate level of competence in the essential skills of a college graduate. Assessments will occur in courses within the General Education curriculum — including the Critical Inquiry course and the Junior Seminar.

The essential skills, as determined by the faculty of Mercy College, are:

1. Written communication
2. Oral communication
3. Critical thinking
4. Critical reading
5. Quantitative reasoning
6. Information literacy

The pursuit of competence in these areas is a process of intellectual and personal growth.

Through regular assessment, students will come to recognize both their strengths and weaknesses, and learn to build on their achievements while improving the areas in which they are deficient.

Assessment begins with placement tests for freshmen that evaluate the student's current level of accomplishment and indicate the appropriate initial course placement.

As freshmen, students register for a section of the Critical Inquiry course. In this course, students are introduced to the critical thinking, critical reading and information literacy competencies. Each course section focuses on a particular topic through which these competencies are achieved. Students analyze assigned readings, prepare and respond to arguments related to that topic, and complete projects that require research and assessment of relevant print and online sources. Many students in the Critical Inquiry course have the opportunity to express themselves through digital storytelling and the development of e-portfolios. The Critical Inquiry course helps students learn how to engage effectively with the learning environment and how to best grow academically through their Mercy education.

In their junior year (and after successfully completing the Critical Inquiry course and other prerequisites), students register for the Junior Seminar General and Education capstone course. Junior Seminar helps ensure that students have achieved an acceptable level of performance, and practical application, of the competencies covered across the General Education curriculum. Topics for Junior Seminar sections are diverse, and students may choose their section according to their major, area of concentration, or general interests. The course is conducted in intensive seminar format; students research various aspects of the seminar topic and give multiple presentations in written and oral form. Students also have the opportunity to express themselves through digital storytelling and the development of e-portfolios in the Junior Seminar course.

Formative assessment continues throughout the students' undergraduate experience. The process enables all students to monitor their progress in learning each skill. The college's academic support services are available to assist students in their skill development, including the libraries, the Learning Centers, Career Planning and Placement, etc.

Written Communication

Written communication involves the ability to communicate clearly and effectively through written communication. Students are expected to demonstrate the following skills:

- Choose and narrow a subject.
- Identify a purpose and formulate an appropriate thesis statement.
- Organize ideas effectively and develop them within a logical paragraph structure.
- Support points clearly with specific and adequate evidence.
- Demonstrate command of English sentence structure and grammar.
- Revise and edit according to Standard English practice, including attention to punctuation and appropriate vocabulary.
- Acknowledge all sources by documenting research according to a recognized format.

Oral Communication

Oral communication involves the ability to comprehend and to speak in American English with precision and clarity. Students are expected to demonstrate the following skills:

- Demonstrate an understanding of the responsibilities of the listening audience .
- Listen, hear, interpret, and evaluate information and accurately respond to instructions.
- Express information orally, extemporaneously in natural, energetic and vocally varied phrases.
- Incorporate the responses of listeners into the oral communication process.
- Speak in phrases that conform to the conventions of accurate English pronunciation, articulation (diction), grammar and syntax.
- Employ appropriate non-verbal face and body movements, posture, dress, and visual aids to reinforce the oral/ verbal message.
- Select and narrow a subject plus clarify a purpose/objective.
- Structure information into purposeful, recognizable units (opening, body, closing) and support ideas using appropriate data and referenced documentation.

Critical Thinking

Critical thinking involves the ability to analyze and interpret a subject insightfully and in depth. Students are expected to demonstrate the following skills:

- Place subject matter in context.
- Identify patterns and relationships.
- Identify positive and negative aspects of an issue.
- Explain the significance of an issue.
- Provide evidence for positions taken by using relevant data accurately.
- Support these positions with arguments that are clear, precise, logical and carefully qualified.
- Identify the assumptions, reasoning and conclusions of different positions on an issue.
- Recognize strengths and weaknesses in opposing positions.

Critical Reading

Critical reading involves the ability to read and understand primary and secondary sources. Students are expected to demonstrate the following skills:

- Demonstrate an understanding of basic vocabulary pertaining to a subject.
- Recognize and distinguish main ideas from supporting ideas in various printed materials.
- Outline and summarize the content of printed material.
- Distinguish facts, interpretations, and opinions in printed material.
- Analyze and evaluate the value and validity of printed material.
- Draw conclusions and make inferences based on content of printed material.

Quantitative Reasoning

Quantitative reasoning involves the ability to use established methods of computation and contemporary technology to analyze issues and answer questions germane to their environment. Students are expected to demonstrate the following skills:

- Apply quantification as a problem-solving strategy to real world situations.
- Perform arithmetic computations necessary to solve common mathematical problems.
- Critically evaluate information presented in tabular and graphic form.
- Demonstrate computer literacy through the use of software applications.
- Recognize the reasonableness of numeric answers.
- Employ quantification and quantitative techniques both in generalization from data or observed facts, and in deriving predictions from generalizations.
- Demonstrate an understanding of sampling and its validity in statistical claims.

Information Literacy

Information literacy involves the ability to identify, retrieve, evaluate, organize, cite properly and use a wide range of resources including print, graphic and electronic for independent learning and practical problem solving. Students are expected to develop an appreciation for the role of Information literacy in fostering lifelong learning, and to demonstrate the following skills:

- Recognize and articulate the need for information.
- Access information from appropriate sources.
- Critically analyze and evaluate information and its sources.
- Organize, synthesize and integrate information.
- Apply information to the development of a specific purpose using effective and creative decision-making.
- Generate and effectively communicate information and knowledge.
- Apply information technology skills.
- Demonstrate an understanding of the ethical, legal and sociopolitical aspects of information and information technology.
- Demonstrate an understanding of the role of information literacy in fostering lifelong learning.

A student may meet the requirements of the general education curriculum through a combination of several approaches.

1. **Courses.** The student earns credits by achieving a passing grade in the individual courses designated in the general education curriculum.
2. **Honors Courses.** The student earns credits by achieving a passing grade in designated Honors courses that fulfill general education requirements:
3. **Credit-Bearing Exams.** With the approval of individual schools, a student may earn credit for general education courses by successfully passing a standardized examination (for example, the Advanced Placement examination).
4. **Departmental Waiver.** Departments responsible for general education courses may waive their general education courses for students who demonstrate exceptional skill or achievement according to departmental placement tests or other criteria established by the department.
5. **Transfer Courses.** The student earns credits in the general education curriculum by transferring approved courses with a grade of C or better from accredited institutions of higher education.
6. **Associate's Degrees.** Mercy College recognizes an associate's degree with 48 credits in the liberal arts and sciences from an accredited institution of higher education, and with an average grade of C or better, as equivalent to complete the requirements of the Mercy College general education curriculum. Exceptions may include ENGL 111 and 112 SPCM 110 and any general education course set out as a prerequisite for a student's major field of study.

7. **Bachelor's Degrees.** Mercy College recognizes a bachelor's degree with 48 credits in the liberal arts and sciences from an accredited institution of higher education, and with an average grade of C or better, as equivalent to completion of the requirements of the Mercy College general education curriculum. Exceptions may include ENGL 111 and 112 SPCM 110 and any general education course set out as a prerequisite for a student's major field of study.
8. **Learning on Location.** This course is offered by different academic disciplines in various topics.

For example, **ARTT 199: Learning on Location: Metropolitan Museum**

This course for general education credit is intended for students to take advantage of the rich opportunities for learning beyond the classroom presented in the New York Metropolitan area. Significant portion of class time will be spent at the actual location(s) around which the topic will be explored; examples are the courts, museums, the theater, the environment, ethnic neighborhoods, etc. Classroom time will cover preparation, critical reviews, writing and oral discussion as well as evaluation of student work. Prerequisites: ENGL 110. 3 sem. hrs. 3 crs.

Course Descriptions

ACCOUNTING

ACCT 120 Introduction to Financial Accounting

Introduces the nature and purpose of Financial Accounting. Covers basic accounting concepts, the accounting information system, and principles underlying the preparation of financial statements. Highlights the operations and recording of transactions for service and merchandising businesses. *Prerequisite:* ENGL 110 or placement at ENGL 111, MATH 116. 3 sem. hrs. 3 crs.

ACCT 121 Introduction to Management Accounting

Focuses on the development and use of financial information by managers for planning, control, and decision-making. Discusses cost accounting concepts and systems. Other topics include cost volume profit analysis, incremental and relevant cost information, budgeting, responsibility accounting, standard costs, and cash flow. *Prerequisite:* ACCT 120. 3 sem. hrs. 3 crs.

ACCT 240 Intermediate Accounting I

Reviews the fundamentals of financial accounting and accounting standards, conceptual framework underlying financial accounting, and the accounting information system; explores the theory, accounting, and disclosure requirements for the statements of income and retained earnings, the balance sheet and statement of cash flows through the study of the time value of money, cash and receivables, valuation of inventories, acquisition and disposition of property, plant, and equipment, depreciation, impairments and depletion, intangible assets, and current liabilities and contingencies. *Prerequisite:* ACCT 120 and MATH 116. 3 sem. hrs. 3 crs.

ACCT 241 Intermediate Accounting II^(co)

Explores the theory, accounting, and disclosure requirements for long-term liabilities; stockholders' equity: contributed capital, and retained earnings; dilutive securities and earnings per share calculations; investments; revenue recognition; accounting changes and error analysis; and the statement of cash flows. *Prerequisite:* ACCT 240. 3 sem. hrs. 3 crs.

ACCT 250 Cost Accounting

Reviews the fundamentals of management accounting, cost accounting terms and uses; new topics include cost-volume-profit (CVP) analysis, job-order and process costing systems; activity based costing (ABC); flexible budgets and variance analysis; allocation of costs related to department and factory overhead; joint products and by-products; use of accounting information to value inventories and determine net income; and use of cost information in decision making. *Prerequisite:* ACCT 121. 3 sem. hrs. 3 crs.

ACCT 261 Computer Applications for Accountants

Introduces Microsoft Excel as the accountant's productivity tool. Basic spreadsheet concepts will be emphasized; graphs, charts, pivot tables, and macros will be explored as well as other Excel features. Basic Windows file management will be reviewed. This course is taught hands-on in a computer classroom. *Prerequisite:* ACCT 241 and CISC/MATH 120 or the equivalent. 3 sem. hrs. 3 crs. Note: register early, classroom space limited.

ACCT 320 Governmental, Not-for-Profit and Other Special Topics

Explores the following topics: accounting for employees' benefits and leases. Introduces accounting for not-for-profit organizations, principles of fund accounting, accounting for state and local governmental units and non-government non-business organizations subject to FASB or GASB accounting standards. *Prerequisite:* ACCT 241. 3 sem. hrs. 3 crs.

ACCT 330 Advanced Accounting

Discusses the accounting theory and practice involving the following financial accounting and reporting areas: business combinations, consolidated financial statements, foreign currency transactions, translation of financial statements of foreign affiliates and partnerships. *Prerequisite:* ACCT 241. 3 sem. hrs. 3 crs.

ACCT 340 Introduction to Federal Income taxation

Studies the basic principles and concepts of federal income taxation and their applications to individual income tax returns; determination of the federal income tax liability of individuals, including determination of gross income, exclusions, deductions, credits, property transactions, and calculation of tax. Includes tax planning, tax research and a written tax research project. *Prerequisite:* ACCT 240. 3 sem. hrs. 3 crs.

ACCT 341 Advanced Federal Income Taxation

Advanced applications of the basic principles and concepts of federal income taxation to individuals, partnerships, corporations, trusts and estates; determination of the federal income tax liabilities of these entities; the principles and concepts of federal taxation as applied to estates, trusts, and specifically taxed corporations; applications of basic tax planning and research techniques to more complex situations. *Prerequisite:* ACCT 340. 3 sem. hrs. 3 crs.

ACCT 380–381 Internship in Accounting I, II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Accounting include CPA firms, corporations, small businesses and non-profit organizations. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Accounting Department Chair approval required. *Prerequisite:* ACCT 240. Open Elective credit only. 3 sem. hrs. 3 crs.

ACCT 410 Accounting Information Systems

Examines the definition and documentation of accounting information systems using data flow diagrams. A business process approach to examining transaction cycles is employed. Covers internal controls for information technology environments and the avoidance of computer crime through the application of controls and ethical behavior. Studies the techniques used in auditing computerized accounting information systems including test data, general audit software and automated work paper software. Real world cases and accounting software is used to enhance applications of the covered topics. *Prerequisite:* ACCT 261. 3 sem. hrs. 3 crs.

ACCT 420 Auditing and Assurance Services

Explains the generally accepted auditing standards and procedures employed by CPAs in their independent audits of corporate financial statements; the nature, importance, and use of internal controls; techniques and procedures used to gather audit evidence; computer auditing techniques; form, content, and meaning of the independent auditor's report in published financial statements; assurance services; the AICPA Code of Professional Conduct and the legal liabilities of CPAs. Integrated audit cases are used to help students apply auditing concepts. An oral presentation is required. *Prerequisites:* ACCT 410 and ECON 125. 3 sem. hrs. 3 crs.

ACCT 430 Topics from Professional Examinations in Accounting

Bridges the gap between academic courses and the accounting-specific parts of the CPA professional examination by providing in-depth review of highly tested material; updating students on recent developments and important changes; and developing approaches to answering multiple choice, other objective format, essay, and (long) computational questions under simulated professional examination conditions. *Prerequisites:* ACCT 250, ACCT 330. *Corequisite:* ACCT 320. 3 sem. hrs. 3 crs.

ACCT 450 Advanced Management Accounting

This course will emphasize the use and analysis of accounting data to provide meaningful information to various levels of management as well as to groups outside the organization. Techniques for using written and oral communications to effectively present accounting-based information will be discussed, using contractual and interpersonal negotiations as a primary example. *Prerequisites:* ACCT 250; ECON 125; MGMT 225. 3 sem. hrs. 3 crs.

Note: 500-level Accounting courses may only be taken by students admitted to the M.S. in Public Accounting Program.

ACCOUNTING GRADUATE COURSES

ACCT 510 Global Financial Statement Analysis

Approaches International Accounting Standards (IAS) and Generally Accepted Accounting Principles (GAAP) prepared financial statements from a user perspective. Discusses the concepts necessary to interpret domestic and international corporate financial statements. Analytic techniques and valuation models are used to assess profitability, cash flows, and quality of earnings. A comprehensive real-world financial statement analysis project helps students to apply learned techniques. 3 sem. hrs. 3 crs.

ACCT 520 Contemporary Issues in Auditing

Based on contemporary issues in auditing, comprehensive factual scenarios are used to discuss the professional roles of Independent Auditors. Topics examined include: internal control issues, use of analytical procedures and audit planning, auditing high-risk accounts, large-scale earnings manipulations schemes, coping with complex or unique client transactions, ethics, auditor independence and legal liability issues. Requires students to address actual situations that auditing practitioners have coped with in the past. Extensive research, group projects, oral presentations and an audit risk analysis project are required. 3 sem. hrs. 3 crs.

ACCT 530 Advanced Accounting Theory and Applications

This capstone course provides students with a solid foundation in accounting theory and research to enable them to function more effectively in their employment situations, make meaningful contributions to the accounting profession, and meet the challenges of lifelong learning. The course begins with an in-depth study of accounting theory, moves on to the instruction of accounting research sources and methodologies including the Financial Accounting Research System (FARS), and applies both theory and structure to a variety of current applications in financial reporting. Application of appropriate research tools and methodologies aide in the completion of written case assignments and a research paper. 3 sem. hrs. 3 crs.

ACCT 540 Advanced Business Entity Taxation

Provides the students with a working knowledge of advanced business entity taxation. Students will be able to apply sophisticated tax principles in employment situations as well as communicate this information to their clients and the public. The Internal Revenue Code and Tax Regulations are applied to a research project involving current tax matters. Utilizes research tools to apply critical thinking skills used to discuss and interpret tax issues. Provide a working knowledge of international and entity tax issues along with the termination issues facing businesses. State compliance issues such as multi-state taxation and sales and use taxes will be covered as well as succession planning and exempt entity taxation. 3 sem. hrs. 3 crs.

ACCT 550 Cost Management for Controllership

Focuses on current approaches to management accounting by examining strategic cost management, activity-based management, strategic-based control, quality cost management, productivity measurement and control, measurement and control of environmental costs, inventory management, and international issues in cost management. Encourages students to increase their understanding of the relationship between controllership theory and practice. Requires students to complete independent research projects. 3 sem. hrs. 3 crs.

ACCT 560 Fraud Examination

This course helps students better understand the significant of fraud in the modern Accounting world. Students are prepared to identify, detect and prevent financial fraud. Some topics include the discussion of financial statement, e-business, consumer and tax frauds. Students will use Financial Statement Fraud Standards, including SAS 99 and Sarbanes-Oxley. Research based case projects and presentations are required. 3 sem. hrs. 3 crs.

AMERICAN SIGN LANGUAGE

AMSL 115 Introduction to American Sign Language

Introduction to American Sign Language is designed to introduce the fundamentals of American Sign Language (ASL) with particular attention to the grammar of the language and the culture of American deaf persons. It is a course for students with little or no previous knowledge of ASL. This course will create a foundation of basic conversational skills and a command of the essential grammatical practices of the language. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

AMSL 116 Intermediate Sign Language

Intermediate American Sign Language is designed to develop the student's expressive and receptive abilities with regard to signing and finger spelling, extended signing vocabulary, and foster fluency, to aid manual communication both quantitatively and qualitatively with the deaf population. Prerequisite: AMSL 115. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARABIC

ARAB 115 Introduction to Arabic

Introduction to the Arabic Language is designed to introduce the fundamentals of Arabic (ARAB), with particular attention to the grammar of the language and cultures of the Arabic speaking world. It is a course for students with little or no previous knowledge of Arabic. This course will create a foundation of basic conversational skills and a command of the essential grammatical practices of the language. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARAB 116 Intermediate Arabic

This course is a continuation of ARAB 115 and is designed to further the progress made by students who will continue to learn the basic elements of the Arabic language structure and vocabulary necessary for an ability to communicate in this language. The main emphasis of the course is on speaking and understanding Arabic as it is spoken today in the Arabic speaking. Prerequisite: ARAB 115. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARAB 295 Special topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language/9 topic. 3 sem. hrs. 3 crs.

LITERATURE (OFFERED IN ARABIC)

ARAB 397 Independent Study in Arabic:

The life and works of an outstanding author: guided readings and discussion of the works of the author chosen by the student after consultation with the seminar director; a presentation of the results of such study required. Prerequisites: ARAB 116 or permission of instructor. 3 crs.

ART

ARTT 107 Art and Culture

A one-semester survey of the history of art from cave painting to the modern era; the understanding and appreciation of style; the social, religious, political and literary conditions influencing artistic trends. Lectures, discussions, films, slides. 3 sem. hrs. 3 crs.

ARTT 144 (SPCM 144) Understanding Movies

A basic overview of the historical development of film with an emphasis upon the aesthetic elements of cinema, its particular terminology and interrelationships with other arts. Students will discover how to read films through selected readings, screenings, and written reports. 3 sem. hrs. 3 crs.

ARTT 190 Honors History of Art I

This course will study issues in the history of art in a more detailed and in-depth fashion than in the usual ARTT 107. The class will take full advantage of our proximity to New York City, planning several museum trips as part of the curriculum. Students will understand art as a vital part of history that links our modern culture with earlier eras. We will emphasize the sociological, historical, religious, and other cultural meanings of art as well as focusing on the formal aspects. Admission by permission of instructor. May replace General Education course ARTT 107. 3 sem. hrs. 3 crs.

ARTT 191 Honors History of Art II

Particular topics of specialized interest in the history of art will be the main material of the course. Students will participate in a series of museum trips and will be expected to make connections between material learned in other Honors courses and the information presented in this one. Students will get an enriched experience in understanding art as part of a wider world view. Admission by permission of instructor. May replace General Education course ARTT 107. 3 sem. hrs. 3 crs.

ARTT 215 (CART 215) History of Art I

This course is the first half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from early cave paintings to the beginnings of the Renaissance. Students develop a visual vocabulary and an acute awareness of style as a function of historical conditions; they also learn to decode images in a way that enables them to be more sophisticated designers of visual communication material. Prerequisite: ENGL 110. 3 sem. hrs. 3 crs.

ARTT 216 (CART 216) History of Art II

This course is the second half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in the terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from the early Renaissance to the modern era. Students develop a visual vocabulary and an acute awareness of style as a function of historical conditions; they learn to decode images in a way that will enable them to be more sophisticated designers of visual communication material. Prerequisites: ENGL 110 and CART / ARTT 215. 3 sem. hrs. 3 crs.

ARTT 244 (MEDA 244) Topics in Film

The study of selected film topics through viewing, in-class analysis, and discussion. Topics range from significant directors, producers, and cultural issues reflected in various films, to historical periods and special film genres. Prerequisite: Placement at ENGL 111 level. 3 sem. hrs. 3 crs.

ARTT 245 (SPCM 245) Film and Videotape Production

A practical course in filmmaking; introduction to the techniques and vocabulary of film production. Each student produces, directs, and edits a short film of his or her own design. 3 sem. hrs. 3 crs.

ARTT 275 (MEDA 275) Photojournalism

This course consists of two principal components: a historical and topical survey of approaches to photojournalism in newspapers and magazines from the time of the perfection of the halftone process to the present; field assignments involving coverage of local events and, where possible or appropriate, part-time work on a local newspaper or magazine. Students must supply their own 35 mm cameras. Estimated cost for materials: Additional course fee may apply. 3 sem. hrs. 3 crs.

ARTT 380–381 Cooperative Education in Art, I and II

This course is designed to link college with the world by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 sem. hrs. 3 crs.

BEHAVIORAL SCIENCE**BHSC 120 (PSYN 120, SOCL 120) Career and Life Planning**

This course is designed to assist students in matching their college experience to their personal and professional development. Topics range from guidance in selecting a college curriculum to choosing and getting a job. Through processes and group interaction, students learn to assess their workplace competency and are encouraged in their pursuit of career and life planning. 3 sem. hrs. 3 crs. (Elective credit only.) However, this course may be taken for major credit in the Behavioral Science major ONLY.

PSYN 101, SOCL 101 or the equivalent is a prerequisite for all Behavioral Science courses numbered 121 or above.

BHSC 201 (SOWK 201) Introduction to Social Work

This course is an introductory survey of the social work profession. It provides an overview of principal social work values, codes of ethics, practice and research methods, fields of social work practice, and social welfare policy issues. The course emphasizes the unique experiences of diverse and at-risk population groups facing various social challenges. 3 sem. hrs. 3 crs.

BHSC 202 (SOCL 202) Ethics and the Family

A philosophical examination of the rights and responsibilities of parents and children, and of the rights and responsibilities of the state toward both, drawing on legal and non-legal case materials, as well as on classic and contemporary philosophical sources, and including a consideration of child abuse, foster care and adoption, divorce and women's liberation and its effect on the family. Not open to students who have taken PSYN/SOCL 222 Family in Transition. 3 sem. hrs. 3 crs.

BHSC 215 (CRJU 215, SOCL 215) The Juvenile Justice System

Origins, philosophy and objectives of the juvenile justice system, measures of delinquency, theoretical perspectives on delinquency, legal processes, roles of the actors and current trends within the juvenile justice system. 3 sem. hrs. 3 crs.

BHSC 226 (PSYN 226, SOCL 226) Computers for the Social and Behavioral Sciences

An introduction to computers as a professional tool in the social and behavioral sciences. Topics include data collection, data description and data analysis (with statistical software, e.g., SPSS for Windows), presentation packages, use of the Internet, use of online professional databases, computers in teaching and learning, and computerized techniques in psychological testing. Prerequisite: CISC/MATH 120 or equivalent. 3 sem. hrs. 3 crs.

BSCH 228 (PSYN 228) the Psychology of the Preschool Child

A study of the child between birth and six years of age. Topics will include physical and perceptual development, cognition and language, social relationships, and day care as it affects the developmental processes. (Previously numbered: PSYN/EDUC 129) Not open to students who have taken PSYN 254 Child Psychology or the equivalent. 3 sem. hrs. 3 crs.

BHSC 244 (PSYN 244, SOCL 244) Social Psychology

A study of behavior, attitudes, and emotions shaped by interpersonal influences and social structures, race, and gender. Topics include aggression, altruism, persuasion, leadership, the self, conformity, human relations and group processes. 3 sem. hrs. 3 crs.

BHSC 249 (SOCL 249) Race, Culture, and Ethnicity

This course examines the historical development of ethnic and race-based cultural complexes, the emergence and persistence of stereotypes, the character of ethnic, racial and religious beliefs, and current problems in groups in American society. There is an emphasis on understanding individual attitudes and behaviors in relation to the structure of social institutions. 3 sem., hrs, 3 crs.

BSCH 254 (PSYN 254) Child Psychology

Consideration of theories and research findings with respect to physical growth, sensorimotor, emotional and intellectual development, and cultural influences in the individual prior to adolescence. Developmental, psychoanalytic, and cognitive theories are emphasized. Not open to students who have taken PSYN/EDUC 228 or the equivalent. (Previously numbered PSYN 130.) Not open to students who took PSYN 233 or 228 or equivalent. 3 sem. hrs. 3 crs.

BHSC 262 (SOCL 262, PSYN 262) Alcohol, Drugs, and Behavior

Principles of pharmacology, neural transmission, behavior, and psychological assessment will be discussed. Specific psychopharmacologic issues will be presented with sedative-hypnotic, benzodiazepine, opiate, stimulant, and antipsychotic drugs as primary examples. Other discussion areas include behavioral toxicology, inhalant drugs, drugs and schoolchildren, nutritional and legal aspects to drug use, cigarette smoking, and the effects of drugs on the developing organism (e.g., fetal alcohol syndrome). 3 sem. hrs. 3 crs.

BHSC 267 (SOCL 267, PSYN 267) Strategies for Child Care Providers^(c)

An introduction to the challenges and opportunities involved in the delivery of child care services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for children. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in child care settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: BHSC/PSYN/SOCL 323.) Prerequisite: PSYN 228 The Psychology of the Preschool Child or PSYN 254 Child Psychology. 3 sem. hrs. 3 crs.

BHSC 269 (SOCL 269) Strategies for Alcohol/Substance Abuse Providers^(c)

An introduction to the challenges and opportunities involved in the delivery of substance abuse services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for substance clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in substance abuse settings, case management, family relationships, functional assessment, client abuse and environmental impact on functional capacity in work with this population. (Previously numbered: BHSC/PSYN/SOCL 324.) Prerequisite: BHSC 262 Alcohol, Drugs and Behavior. 3 sem. hrs. 3 crs.

BHSC 271 (SOCL 271) Medical Sociology: Health Care in the Modern Society

This course aims to provide the student with an understanding of the ways in which American society promotes (or fails to promote) health as well as copes with illness. The course will examine the following topics: the interaction of social and cultural factors (such as gender, ethnicity, race, and social class) with health and illness; illness (disability) as a social issue; careers in health care; settings in which health care services are delivered; financing health care services; comparisons with the health care services of other countries; and uses and applications of computers/microcomputers in the health field. 3 sem. hrs. 3 crs.

BHSC 280 (PSYN 280, SOCL 280) Philosophy and the Social Sciences

This course examines the nature of explanation in the social sciences; objectivity and value judgments, human behavior and actions; methods of investigation and the construction of theories about the human world. This course emphasizes the role of organizations in society. 3 sem. hrs. 3 crs.

BHSC 282 (SOCL 282) Perspectives on Aging

An introduction to the challenges and opportunities involved in the delivery of geriatric services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for elderly clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in geriatric settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: BHSC/PSYN/SOCL 325.) Prerequisite: PSYN 239 Personality Development in Adulthood or PSYN 315 Aging and Mental Health. 3 sem. hrs. 3 crs.

BHSC 295 (PSYN 295, SOCL 295, SOWK 295) Contemporary Issues

An analysis of current questions in behavioral science, psychology, sociology and social work. Specific topics are announced each semester by the School of Social and Behavioral Sciences. 3 sem. hrs. 3 crs.

BHSC 308 (SOCL 308) Health Care Management^(cc)

This course is designed to provide the student with an understanding of the management process within the context of the health care organization. Topics include study of the environment of the organization, environmental scanning and strategic planning, goal setting, issues of health care financing and reimbursement, the management process, program review and evaluation. Particular emphasis will be placed on issues of organizational effectiveness in an environment of cost containment. 3 sem. hrs. 3 crs.

BHSC 345 (LAWS 345) Employment Law

This course will explore the legislation that impacts employer/employee relationships in our society. Emphasis will be placed on the regulatory environment applicable to employment law and will focus on understanding the principles of the most commonly litigated issues such as: discrimination, sexual harassment, whistle blowing/employer retaliation and the impact of these lawsuits in the workplace. Prerequisite: LAWS 120 or permission of Chair. 3 sem. hrs. 3 crs.

BHSC 348 (SOCL 348) Methodology for the Social and Behavioral Sciences

An introduction to the process of doing research in the social and behavioral sciences: literature review, hypothesis formation, research design, techniques of data collection, data analysis, and report writing. Students learn to use the scientific method as a tool to both answer questions and solve problems in the social sciences, social work practice, health services and education. Course includes qualitative and quantitative approaches to research, computer applications at all stages of the research process, statistical analysis of data, and particular attention to issues of doing research in a multicultural context — e.g. ethical concerns (including rights of participants), formulation of questions, and use of findings. Pre or corequisite: BHSC/PSYN/SOCL 226. (Previously numbered BHSC/SOCL 248) 3 sem. hrs. 3 crs.

BHSC 366 (SOCL 366) Medical Ethics

An examination of ethical questions that arise in health care and in the relationship between health care professionals and those they serve, including: the rights of individuals to self-determination and the obligations of health care professionals both to the individuals they serve and to society at large; life as a value and such issues as abortion, euthanasia, and suicide; the questions of mental health and mental illness and the rights of the mentally ill; eugenic programs and the possibilities of genetic engineering; the cost of health care and the delivery of health care as a social and political issue. (Previously numbered: BHSC/PSYN/SOCL 266.) 3 sem. hrs. 3 crs.

BHSC 370 (PSYN 370, SOCL 370) Statistics for the Social and Behavioral Sciences

A review of the major statistical methods used in summarizing, understanding, and interpreting numerical data and research use of the computer. The course covers a full range of descriptive and inferential statistics including: frequency distributions; measures of central tendency and variability; probability theory; the normal curve model; correlation; and a wide range of statistical tests such as the T test, F test, analysis of variance and Chi-square. Prerequisites: MATH 105 or placement at the MATH 115 or MATH 116 level or equivalent. 3 sem. hrs. 3 crs.

BHSC 380–381 Cooperative Education in Behavioral Science I, II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in behavioral science include residential centers, after school programs, shelters, substance abuse programs and hospitals. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience.

BHSC 399 (PSYN 399, SOCL 399) Internship in the Social and Behavioral Sciences

Practice experience, program planning and/or research provide the student with an opportunity to interact with children, adolescents, adults, and the elderly and become acquainted with the complexities of administering programs in the human service professions. Field placements will be available in a wide variety of locations such as preschools, day care centers, residential and outpatient drug treatment centers, social service agencies, senior centers, nursing homes, municipal housing projects, community outreach services and hospitals. A minimum of 120 hours of fieldwork for the semester is required for six credits. A maximum of 12 credits of fieldwork is allowed toward degree program. Students meet in small groups with faculty on a regular basis.

BHSC 426 (PSYN 426, SOCL 426) Classics in the Social and Behavioral Sciences

A guided reading seminar in the social and behavioral sciences utilizing primary source material with critical analysis of such authors as: Allport, Durkheim, Freud, James, Jung, Marx, Skinner and Weber. Prerequisite: PSYN 210 or BHSC/SOCL 348 or must have completed 12 credits in the major. (Previously numbered BHSC/PSYN/SOCL 370 or BHSC/SOCL 348.) 3 sem. hrs. 3 crs.

BIOLOGY

Students enrolling in natural science courses must earn at least a letter grade of C in all prerequisite courses. It is recommended that students be at the level of English 111 when enrolling in all natural science courses.

BIOL 110 Introduction to Human Biology

A study of the basic biological concepts and scientific methodology as exemplified in the human organism. 3 sem. hrs. 3 crs.

BIOL 111 Introduction to Human Genetics

A study of the basic biological concepts and scientific methodology as exemplified in the study of the mechanisms of human heredity including structure, function, and transmission of genetic information; genetic diseases; genetic counseling; and genetic engineering. 3 sem. hrs. 3 crs.

BIOL 112 Environmental Science

A study of the basic biological concepts and scientific methodology as exemplified in the study of the present-day environmental problems such as air and water pollution, food control and population, and their effects on humans. 3 sem. hrs. 3 crs.

BIOL 113 Evolution

A study of the basic biological concepts and scientific methodology as exemplified in the study of the processes of evolution and the factors that cause evolutionary change. Influences and ramifications on the human population are also discussed. 3 sem. hrs. 3 crs.

BIOL 116 Plants and People

A study of the basic biological concepts and scientific methodology as exemplified in the study of the plant kingdom and characteristics unique to plants. Special emphasis is given to the specific uses and benefits we derive from plants, with practical input on growing plants. 3 sem. hrs. 3 crs.

BIOL 117 Nutrition

A study of the basic biological concepts and scientific methodology as exemplified in the study of the materials comprising the human diet: energy sources, vitamins, minerals, and other essential molecules, and how dietary needs reflect physiological conditions ranging from aging to exercise to disease. 3 sem. hrs. 3 crs.

BIOL 122 Foundations of Biology

One-semester lecture and critical scientific analysis course designed for the preparation of students who are planning to enroll in General Biology I (BIOL 160) but lack sufficient background in the biological sciences. The course aims to develop the mathematical and quantitative skills of these students, and introduce them to the scientific method and the philosophy of science. The students will develop proficiency in hypothesis testing, mathematical applications of biological data, and develop an understanding of biologically relevant molecules and their functions in the cell. Students will develop critical reasoning and problem-solving skills with the addition of mandatory skills seminars offered by the Science Learning Center and department faculty members. BIOL 122 may be used as the General Education requirement for Scientific Perspective or as an open elective for the Biology Major. Corequisite: MATH 116 or equivalent. 3 sem. hrs. 3 crs.

BIOL 130 Human Anatomy and Physiology I Lecture

This course is designed to provide students a comprehensive introduction to the structures of the human body and how the various organ systems function. The course first provides a working knowledge of chemistry, animal cells and tissues, and then details the structure and function of the integumentary, skeletal, muscular, and nervous systems. The integration of body systems and how they influence one another as well as the effects of disease on human physiology will be considered throughout the course. 3 hrs. lect. 3 crs.

BIOL 130A Human Anatomy and Physiology I Laboratory

Laboratory observations, demonstrations, dissections, and experiments designed to give students a working knowledge of anatomy and physiology. Topics covered include the cell, tissues, and the integumentary, skeletal, muscular and nervous systems. Laboratory materials used include microscopic specimens, cat specimens, models, charts, illustrations and sample analysis kits. 3 hrs. lab. 1 crs.

BIOL 131 Human Anatomy and Physiology II Lecture

This course is designed to provide students a comprehensive introduction to the structure and function of human systems. The organization of the body is studied at the molecular and cellular level as well as the tissue, organ, and systems levels. The course focuses on the following organ systems: endocrine, cardiovascular, lymphatic, respiratory, digestive, and reproductive. Clinical applications of the material will be discussed and many diseases will be considered. *Prerequisites:* BIOL 130/130A. 3 hrs. lect. 3 crs.

BIO 131A Human Anatomy and Physiology II Laboratory

This course is designed to provide students a comprehensive introduction to the organization and function of the following organ systems: endocrine, cardiovascular, lymphatic, respiratory, digestive, and reproductive. Laboratories will utilize a variety of specimens and resources including microscopic specimens, sheep hearts, cat specimens, models, charts, illustrations, and sample analysis kits. *Prerequisites:* BIOL 130/130A. 3 hrs. lab. 1 crs.

BIOL 160 General Biology I Lecture

This course is an introduction to contemporary biology, covering the chemical basis of biology, cell structure and function, cell division, genetics, and basic molecular biology. *Prerequisite:* Placement at MATH 116 level and ENGL 110 or the equivalent. 3 hrs. lect., 3 hrs. lab. 4 cr.

Note: Students who have not earned a B or better in Regents high school biology or a grade of 75 or better in high school biology or a grade of 75 percent or higher on the New York State Regents Exam are encouraged to register for BIOL 122 Foundations of Biology. This course will provide a foundation for students entering BIOL 160.

BIOL 160A General Biology I Laboratory

This laboratory course is designed to complement concepts taught in the BIOL 160 lecture course. Students will gain proficiency in light microscopy, spectrometry, pipetting and experimentation. This course also has a recitation session devoted to advanced genetic problems. *Prerequisite:* Placement at MATH 116 level and ENGL 110 or the equivalent. 3 hrs. lab. 1 crs.

Note: Students who have not earned a B or better in Regents high school biology or a grade of 75 or better in high school biology or a grade of 75 percent or higher on the New York State Regents Exam are encouraged to register for BIOL 122 Foundations of Biology. This course will provide a foundation for students entering BIOL 160A.

BIOL 161 General Biology II Lecture

A study of the structure and function of living organisms with primary emphasis on multicellular organisms and their interactions. *Prerequisite:* BIOL 160. 3 hrs. lect., 3 hrs. lab. 3 crs.

BIOL 161A General Biology II Laboratory

This laboratory course is designed to complement concepts taught in the BIOL 161 lecture course. *Corequisite:* BIOL 161. *Prerequisites:* BIOL 160/160A. 3 hrs. lab. 1 crs.

BIOL 190 Honors Biology

A seminar approach to basic biological concepts and scientific methodology. Topics range from current trends in biotechnology to human evolution and environmental issues. *Prerequisite:* For Honors students only. 3 sem. hrs. 3 crs.

BIOL 200 Medical Terminology

Introduction to the specific language of medicine, including of medicine, including concepts and terms used to describe disease, to analyze tests and test results and to describe the structures and function of the body. 2 sem. hrs. 2 crs.

BIOL 160–161 or the equivalent is a prerequisite for all other Biology courses numbered 222 and above. Fifteen credits in courses numbered BIOL 244 or above must be taken in residence to fulfill the major department residency requirement. These statements do not apply to BIOL 222, BIOL 226 and BIOL 257.

BIOL 222 Pathophysiology

This course provides an in-depth study of human pathological processes and their effects on homeostasis. Topics covered include the physical signs and prognosis of common human diseases, as well their etiology, underlying causes, clinical progression, and management. The role of genetics in disease and the molecular and cellular basis of common diseases will be considered throughout the course. *Prerequisites:* BIOL 130/130A and BIOL 131/131A, or BIOL 160/160A and BIOL 161/161A. 3 hrs. lect. 3 crs.

BIOL 226 Elements of Biochemistry

An introduction to the different biological molecules: proteins, nucleic acids, vitamins, lipids, and carbohydrates in terms of their structure, transformation and function. Their role in normal physiology and pathophysiology are highlighted. The consequences of deficiencies and toxicities are also discussed. *Prerequisites:* BIOL 160/160A, BIOL 161/161A, CHEM 160/160A and CHEM 161/161A. 3 sem. hrs. 3 crs. (Not applicable for major credit.)

BIOL 244 Ecology

An introduction to ecology, the study of interactions between organisms and between organisms and their environment. The laboratory component includes natural history field trips as well as exercises involving experimental design, data collection, and statistical analysis. 3 hrs. lect., 3 hrs. lab. 4 cr.

BIOL 252 Plant Biology

An introduction to the basics of plant biology including plant diversity, structure, physiology, metabolism, reproduction, evolution and ecology. The laboratory components include exercises devoted to plant anatomy, growth and physiology. *Prerequisites:* BIOL 160/160A and BIOL 161/161A, or permission of the Instructor. 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 265 Microbiology Laboratory Lecture

A study of the classification, morphology, metabolism, genetics, and ecology of microorganisms, with emphasis on bacteria. Discussion of aspects concerning control, disease and immunity will be presented. Corequisite: BIOL 265A. *Prerequisites:* BIOL 130/130A and BIOL 131/131A or BIOL 160/160A and BIOL 161/161A. 3 hrs. lect. 3 hrs. lab. 3 crs.

BIOL 265A Microbiology Laboratory

This laboratory course is designed to complement concepts taught in the BIOL 160 lecture course. Corequisite: BIOL 265. *Prerequisites:* BIOL 130/130A and BIOL 131/131A or BIOL 160/160A and BIOL 161/161A. 3 hrs. 1 crs.

BIOL 275 Cell Biology

This course is designed to provide a comprehensive introduction to how cells function and how cells are maintained and studied in the laboratory. The lecture portion of the course emphasizes central cell biology topics including: the structure and function of cellular organelles, the structure and function of the plasma membrane and membrane components, protein sorting and transport, the cytoskeleton and cell movement, cell-cell and cell-matrix interactions, cell signaling, and cellular reproduction and cancer. In the laboratory students will use light microscopy to identify structures of plant and animal cells and will gain some expertise in animal cell culture techniques. Laboratory methods practiced include transfection of cultured cells with DNA, immunocytochemistry, and fluorescence microscopy. Research articles related to lecture material are presented by groups of students in journal club discussions. *Prerequisites:* ENGL 111; BIOL 160/161; CHEM 160/161. 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 280 Histology

A microscopic study of the fundamental tissues of the animal body; the fundamentals of histological techniques. *Prerequisites:* BIOL 160/160A and BIOL 161/161A. 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 303 Human Anatomy with Cadaver Lecture: A Study of the Human Body

This course provides an in-depth study of structures of the body with emphasis on structures involved in movement. A detailed study of the skeletal and muscular systems will be followed by consideration of the neurovascular system. *Prerequisites:* BIOL 130/130A and BIO 131/131A or BIO 160/160A and BIO 161/161A. Corequisite: BIOL 303A. 3 hrs. lect. 3 crs.

BIOL 303A Human Anatomy with Cadaver Laboratory: A Study of the Human Body

This course complements material learned in BIOL 303 and provides students an in-depth knowledge of structures of the human body through cadaver dissection. *Prerequisites:* BIOL 130/130A and BIO 131/131A or BIO 160/160A and BIO 161/161A. Corequisite: BIOL 303. 3 hrs. lab. 1 crs.

BIOL 309 Human Physiology for the Biomedical Sciences

This course provides an in-depth integrative understanding of human physiology. Beginning with cellular physiology and the regulation of the intercellular environment, the course takes a systemic approach to understanding control systems: the nervous and endocrine systems, systems of maintenance and defense: blood, lymphatic and cardiovascular; systems of metabolism, acid-base balance and elimination: respiratory, digestive and urinary systems and reproduction. Integration of all systems in the well being of the organism is emphasized.

Prerequisites: BIOL 160/160A, BIOL 161/161A or BIOL 130/130A, BIOL 131/131A, CHEM 160/160A and CHEM 161/161A . 3 hrs. lect. 3 crs.

BIOL 310 Immunology

A study of the immunological mechanisms of the vertebrate body including antigen structure and types, antibody structure and formation, and antigen/antibody reactions. Discussion of tolerance, autoimmunity, cellular and humoral immunity, hypersensitivity and suppression.

Prerequisites: CHEM 160/160A, CHEM 161/161A and BIOL 265/265A or BIOL 355. 3 sem. hrs. 3 crs.

BIOL 317 Clinical Neuroscience

This course will enable the student to be conversant in the structure and function of the nervous system, with emphasis on development and vulnerability, cognition, memory, sensorimotor mechanisms and homeostasis. The approach is integrative and multidisciplinary using a molecular, cellular and a systems approach to understand the types and consequences of nervous system lesions and their behavioral consequences. The causes and consequences of neurodegenerative processes, affective disorders, physical impairment, and intervention will also be discussed *Prerequisites:* BIOL 160/160A, BIOL 161/161A or BIOL 130/130A, BIOL 131/131A, CHEM 160/160A and CHEM 161/161A . 3 hrs. lect. 3 crs.

BIOL 355 Molecular Biology of the Cell^(co)

The study of how cells function with an emphasis on the ultra structural aspects of cells and their underlying macromolecular structures and mechanisms of cellular processes. Emphasis is on nucleic acids as informational molecules and proteins as catalytic and regulatory molecules and molecular machines. Topics include genomics, proteomics, nucleic acid structure, chemistry, and metabolism, recombinant DNA technology and genetic engineering, membrane structure, membrane transport, protein sorting, vesicular traffic and cellular communication. Experimental techniques in cell culture, immunology, microscopy and biochemistry are emphasized in the lecture, creating a foundation for laboratory experiments in molecular and cell biology.

Prerequisite: CHEM 354/354A, CHEM 260/260A, and CHEM 261/261A. (Offered spring semester only) 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 360 Genetics

A study of fundamental principles of heredity and variations as applied to eukaryotes, prokaryotes, and viruses. The course will cover classical Mendelian Genetics, Population Genetics, Molecular Genetics, and Cytogenetics, with equal emphasis on the molecular aspects of gene structure, function, mutation, and regulation. *Prerequisites:* BIOL 160/161; CHEM 160/161. 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 366 Developmental Biology

A morphological and genetic study of developmental stages of organisms, including cell differentiation, gametogenesis, fertilization, gastrulation and organogenesis. *Prerequisite:* BIOL 360. 3 hrs. lect. 3 hrs. lab. 4 crs.

BIOL 380 Cooperative Education in Biology I, II (Natural Science)

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Biology include corporations, hospitals, medical facilities and research organizations. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department and approval of Chair required. *Prerequisite:* BIOL 160/160A, BIOL 161/161A or BIOL 130/130A, BIOL 131/131A. 3 sem. hrs. 3 crs.

BIOL 397 Independent Study in Biology

Individual readings and research undertaken in a specific area of biology. Registration with the permission of the instructor and the chairperson of the department. *Prerequisite:* BIOL 160/160A, BIOL 161/161A or BIOL 130/130A, BIOL 131/131A. 1–3 crs.

BIOL 430 Seminar in Current topics in Biology

Research and discussion of contemporary topics and problems; technology and findings in Biology. *Prerequisite:* BIOL 160/160A, BIOL 161/161A or BIOL 130/130A, BIOL 131/131A. 3 sem. hrs. 3 crs.

BIOL 431–433 Clinical Laboratory Internship I–III

Theory and laboratory practice in such areas as blood bank/transfusion medicine, phlebotomy, hematology, clinical microscopy, clinical chemistry, diagnostic immunology, clinical microbiology, urinalysis, and laboratory management; completed in residence in a NAACLS-accredited hospital school of Medical Technology. *Prerequisites:* Completion of all pre-clinical requirements; acceptance into an approved hospital and approval by the department. 6 crs. summer semester (BIOL 431), 12 crs. fall (BIOL 432) and spring (BIOL 433) semesters.

BIOL 460 Coordinating Seminar in Biology^(ce)

A seminar required of all majors in their senior year; readings, reports, discussions, project completed under direction of the faculty. *Prerequisites:* Completion of a minimum of 15 credits in Biology courses numbered 230 and above, including CHEM 354/354A. 3 sem. hrs. 3 crs.

BUSINESS LAW**BLAW 240 Business Law I**

An introduction to the legal system and the basic legal concepts pertinent to the structure, management and operation of businesses. This course will also examine current trends and issues relevant to the legal and ethical responsibilities of business. *Prerequisite:* ENGL 110 or placement at ENGL 111. 3 sem. hrs. 3 crs.

BLAW 340 Business Law II

A continuation of the study of legal concepts pertinent to the business environment. This course covers sales and lease contracts, negotiable instruments, secured transactions as well as laws and concepts related to investor protection. It specifically examines legal issues in the Accounting profession and introduces the student to international and world trade law. *Prerequisite:* BLAW 240. 3 sem. hrs. 3 crs.

CHEMISTRY**CHEM 110 Introduction to Chemistry**

This course is an introduction to the principles of chemistry and chemical reactivity for non-majors and allied health students. It is a study of the basic scientific methodology as exemplified by fundamental physical and chemical concepts and illustrated through theory and practical applications. Topics include: atomic and molecular structures, nuclear chemistry, bonding, phases of matter, chemical reactions, acid-base chemistry, organic chemistry and biochemistry. Relevance of chemistry to biology, technology, the environment and society will be presented. 3 hr. lect. 3 crs.

CHEM 160 General Chemistry I Lecture

A systematic development of the fundamental laws and theories of modern chemistry and the application of these principles to the chemistry of the elements and their compounds. Topics include: atomic structure, the periodic table and properties of elements, chemical bonding, stoichiometric relationships, thermochemistry, and states of matter. Corequisites: CHEM 160A. *Prerequisites:* MATH 116 or equivalent. 3 hr. lect. 3 crs.

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CHEM 160A General Chemistry Laboratory

The laboratory introduces basic synthetic and analytical techniques, including gravimetric analysis, qualitative analysis, small-scale calorimetry, and the use of computers for data collection and analysis. *Prerequisites:* MATH 116 or equivalent. 3 hrs. lab. 1 crs.

CHEM 161 General Chemistry II Lecture

This course is a continuation of general chemistry I and is designed to provide students an understanding of solutions, acids and bases, thermodynamics, electrochemistry, and kinetics. *Prerequisites:* CHEM 160/160A. 3 hrs. lect. 3 crs.

CHEM 161A General Chemistry II Laboratory

The laboratory emphasizes analytical techniques associated with lecture topics. Computers are used in laboratories for data collection and analysis. *Prerequisites:* CHEM 160/160A. 3 hrs. lab. 1 crs.

CHEM 260 Organic Chemistry I Lecture

Survey of the major types of aliphatic and aromatic compounds including structure, properties, class reactions, and mechanisms. Corequisite: CHEM 260A. *Prerequisites:* CHEM 160/160A, CHEM 161/161A. 3 hrs. lect. 3 crs.

CHEM 260A Organic Chemistry I Laboratory

Laboratory experiments involving use of modern techniques. Corequisites: CHEM 260. *Prerequisites:* CHEM 160/160A and CHEM 161/161A. 3 hrs. lab. 1 crs.

CHEM 261 Organic Chemistry II Lecture

Survey of the major types of aliphatic and aromatic compounds including structure, properties, class reactions, and mechanisms. Corequisites: CHEM 261A. *Prerequisites:* CHEM 260/260A. 3 hrs. lect. 3 crs.

CHEM 261A Organic Chemistry II Laboratory

Laboratory experiments involving use of modern techniques. Corequisites: CHEM 261. *Prerequisites:* CHEM 260/260A. 3 hrs. lab. 1 crs.

CHEM 354 Biochemistry

A problem-solving approach to the study of macromolecular structure and function. Topics include the structure-function relationships of proteins, carbohydrates, nucleotides, and lipids; enzyme kinetics and mechanisms of enzyme-catalyzed reactions; bioenergetics, and the integration of cellular metabolism. Laboratory work introduces techniques of biochemical analysis, including protein assays, gel filtration chromatography, SDS polyacrylamide gel electrophoresis, and enzyme kinetics. Computer-interface systems are used for data collection and analysis. *Prerequisites:* BIOL 160/160A, BIOL 161/161A, CHEM 160/160A, CHEM 161/161A, CHEM 260/260A, and CHEM 261/261A. 3 hrs. lect., 3 hrs. lab, 4 crs.

COMMUNICATION DISORDERS

CMDS 210 Clinical Process I

An introduction to the clinical process that focuses on supervised observations and issues relating to the clinical experience as well as clinical assessments. 3 sem. hrs. 2 hr. lect. 1 hr. clinic lab. 3 crs.

CMDS 215 Clinical Process II

Continuation of the clinical process that focuses on therapeutic methods, report writing, and the clinician-client relationship. *Prerequisite:* CMDS 210. 3 sem. hrs. 2 hr. lect. 1 hr. clinic lab. 3 crs.

CMDS 220 Multicultural Issues in Communication Disorders

This course addresses the impact of cultural, ethnic and linguistic diversity on communication development, communication patterns, and communication disorders. It is an introduction to cultural and linguistic diversity (CLD) among individuals with communication disorders and differences. Special emphasis is placed on African American, Latino, Asian and Middle Eastern backgrounds. The class provides students with a framework for developing an understanding of the many issues related to the provision of clinical services to the multicultural population in the U.S. *Prerequisite:* CMDS 498. 3 sem. hrs. 3 crs

CMDS 230 (SPCM 230) Speaking for Success

Study and practice of the skills needed for control of voice production and diction, (articulation, pronunciation, intonation, prosody). Emphasis will be placed on phonetics and ear. 3 sem. hrs. 3 crs.

CMDS 240 Phonetics

Detailed analysis of the production of the sounds of the English language; basic intonation patterns and linguistic rules; extensive practice in phonetic transcription with emphasis on ear training. 3 sem. hrs. 3 crs.

CMDS 256 Anatomy and Physiology of Speech and Hearing Mechanisms

Structure and function of the speech mechanism; muscular and neural control of the speech organs; respiration, phonation, resonance and articulation. (With Cadaver) *Prerequisite:* BIOL 110. Additional course fee may apply. 4 sem. hrs. 3 hr. lect. 1 hr. lab. 4 crs.

CMDS 257 Introduction to Audiology

This course provides a general study of the science of hearing assessment with emphasis on terminology, physics of sound, anatomy and physiology of the hearing mechanism, audiological evaluation and screening, hearing loss types and degrees, and audiometric interpretation. 3 sem. hrs. 3 crs.

CMDS 258 Introduction to Communication Disorders^(co)

An introduction to the study of articulation, voice and rhythm disorders and the anatomy and physiology that relate to these disorders as well as an overview of the fields of speech language pathology and audiology. 3 sem. hrs. 3 crs.

CMDS 264 Normal Speech and Language Development

A study of normal language development in children including phonological, morphological, syntactic, semantic, and pragmatic features; exploration of the cognitive linguistic communicative relationship, language/cognitive/play development milestones, gender, cultural, and dialectal differences will also be addressed. 3 sem. hrs. 3 crs. (Limited to CMDS Majors and QSPM Prerequisites only.)

CMDS 270 Speech and Hearing Science

A study of the psychological and acoustical aspects of speech production and perception; principles of the physics of sound; psychoacoustics and acoustic phonetics. 3 sem. hrs. 3 crs.

CMDS 300 Language Disorders

The nature of language disorders relative to normal speech and language development and the impact on the ability to communicate in the environment. *Prerequisites:* CMDS 258 and CMDS 264. 3 sem. hrs. 3 crs.

CMDS 310 Communication Disorders — Organic

A study of speech disorders caused by physical disability with special attention given to problems associated with cleft palate, cerebral palsy, aphasia, and organically based voice disorders. *Prerequisites:* CMDS 256; CMDS 258. 3 sem. hrs. 3 crs.

CMDS 340 Aural Rehabilitation

A study of the effects of hearing loss on the speech, language, academic, and communication abilities of children and adults; principles and techniques of rehabilitation, including the use of counseling, hearing aids, cochlear implants, lip-reading, and auditory training; and implications for educational and vocational development. *Prerequisite:* CMDS 257. 3 sem. hrs. 3 crs.

CMDS 355 Language Science

This course will familiarize students with the way in which linguistics relates to speech-language pathology. Course content is designed to introduce students to the five levels of natural languages: phonology, morphology, syntax, semantics, and pragmatics. Additional topics (second language acquisition, bilingualism, sociolinguistics, bidialectalism, American Sign Language linguistics, neurolinguistics and psycholinguistics) will be incorporated into the course. 3 sem. hrs. 3 crs.

CMDS 498 Clinical Process III

A preliminary clinical experience in the Mercy Speech and Hearing Center. Students will participate in the development and implementation of the treatment plan for communication disordered clients. Course topics will include a review of communication disorders, professional report writing, session planning, standardized test review, and sharing a client with a graduate student clinician. (Previously titled CMDS 498 Clinical Practicum.) *Prerequisites:* CMDS 210 and CMDS 215. Additional course fee may apply. 2 sem. hrs. 2 crs. (Enrollment in this course requires proof of immunization.)

COMMUNICATION STUDIES

COMM 154 (MEDA 154) Publicity Writing

This course covers the variety of persuasive writing forms and techniques used by the public relations professional to invite media coverage of corporate/client events and activities, to promote awareness and use of products and services, and to encourage consumer/audience support of corporate issues. Students will learn how to prepare press releases, pitch letters, press kits, public service announcements and copy for brochures and promotional materials. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

COMM/SPCM 200 Interpersonal Communication

What are the different challenges of communicating one-on-one as well as within large groups? What does our nonverbal language — our styles and body language — really express to the outside world? Students will develop an intrapersonal perspective to critically evaluate their interpersonal communications and relationships, as well as the various issues surrounding human interaction. An emphasis will be placed on the functions of human communication, the development of the “self,” conversation dynamics and skills, relationship development, conflict management strategies, and other subjects. *Prerequisites:* ENGL 111, SPCM 110. 3 sem. hrs. 3 crs.

COMM 220 Intercultural Communication

This course examines the role of culture in understanding human communication. Students will become aware of their own cultural influences as they consider the culture, language, tradition, and experiences of diverse groups. Through class discussion and experiential exercises, students will gain the tools necessary to make a valuable contribution to communication across all cultures. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

COMM 225 Visual Communication

This course introduces students to the principles of graphic design, provides an overview of visual communication tools (color, typography, photography, packaging, illustration, etc.), and helps student understand the role of signs, symbols and images in human communication. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

COMM 266 (ENGL 266) Writing for the Web

This course prepares students to develop, manage and evaluate meaningful and functional text for organizational websites and intranets. The unique character and physical nature

of website usage will be covered, the development of Web-friendly text will be practiced, formatting and layout as a function of Web Communication will be included, and the use of Web copy as a marketing tool and human resource function will be discussed. Prerequisites: CISC/MATH 120. 3 sem. hrs. 3 crs.

COMM 295 topics in Communication Studies

Examines topical issues in the field of communications or in response to particular interests of students. 3 sem. hrs. 3 crs.

COMM 330 Communication Law and Ethics

This course examines the scope of legal and ethical issues that arise when preparing written and nonverbal communications for an employer for client. By examining case studies, reviewing current laws and statutes, and discussing common challenges to ethical practice in communications, the student will better understand the ramifications of behavior and the consequences of actions when serving as the spokesperson for a company or client. Prerequisite: ENGL 111. 3 sem. hrs. 3 crs.

COMM 356 Practicum: Corporate Communication Technologies

This course provides the student with exposure to and hands-on practice with current, popular wireless, Web-based, satellite, cellular and desktop technologies that corporations rely on for the management and delivery of communication to employees, customers, the media and the general public. Students will research, experience and learn the advantages, and disadvantages of webcasting, video conferencing, teleconferencing, net meetings, and PDAs and will explore the applications of these technologies in the fields of marketing, communications, employee relations, public relations, media relations, investor relations and management. Prerequisites: ENGL 111 and CISC/MATH 120. 3 sem. hrs. 3 crs.

COMM 365 Practicum: Newsletter Preparation

This course will produce professional quality newsletters or similar material, either for units of Mercy College or for outside business. Students will learn how to design newsletters, write text, do layout, negotiate with printers, and develop mailing lists. 3 sem. hrs. 3 crs.

COMM 370 (SPCM 370) Effective Presentations

This course focuses on the principles and techniques of preparing and delivering oral presentations. Students will practice a variety of speech forms and styles used in business and will have the opportunity to critique their own videotaped performance. The preparation and effective use of accompanying visuals will also be covered. Prerequisite: SPCM 110 3 sem. hrs. 3 sem. hrs. 3 crs.

COMM 398 Corporate Communications Research Methods

This course examines the use of research techniques, measurement tools and resources to inform corporate communication planning and programming decisions. The course focuses on types, sources and uses of primary and secondary data, examines methods of conducting research, and reviews processes used in the corporate communications profession to evaluate program success and performance. Prerequisites: ENGL 111; MATH 115 or MATH 116 or ECON/ MATH 122. 3 sem. hrs. 3 crs.

COMM 399 Internship in Corporate Communications Studies

An appropriate in-field experience arranged through the Division of Literature, Language, and Communication. 1-3 sem. hrs. 1-3 crs.

COMM 450 Studio: the Advanced Practice of Public Relations

This course introduces the student to professional public relations agency work: planning and preparing proposals, campaigns, collateral material, editorial layouts, advertising storyboards, radio and television spots on behalf of a client or company. Students will rotate agency roles such as account manager and creative director while practicing their knowledge of design, campaign development and execution, media relations, special event planning, and publicity writing to assist community businesses and organizations with their communications initiatives. Issues that arise from client cultivation and negotiation (pricing, work product, project management,

copyright) will also be covered. Prerequisites: ENGL 112, PSYN 250, MEDA 385, COMM 398, COMM 220, COMM 330. 3 sem. hrs. 3 crs.

COMM 451: Capstone in Communication Consulting

This course introduces students to the process of conducting a communications audit to systematically identify and evaluate the strengths and weakness of an organization's internal and external communications strategy and implementation. As Communication Studies majors, students will act as professional consultants working directly with an organization (a client) to evaluate communication content, style, and direction, examine communication with employees/customers, and assess the media coverage of the organization. Students will also learn to work within the team-oriented, deadline-driven environment to develop a Group Research Report and Presentation outlining specific recommendations for the client to maximize their communication effectiveness. Requires approval from program coordinator.

COMPUTER ARTS + DESIGN

CART 110 Foundation I: Design Principles

An introduction to the basic principles and processes of drawing and two-dimensional visual composition. *Prerequisite:* Portfolio review admission into major or permission of the chair. 3 sem. hrs. 1.5 hrs. studio lab per week. 3 crs.

CART 120 Foundation I: Design + Digital Skills

An introduction to the basic vocabulary and principles of communication and media theory, including the various roles and digital tools, skills and techniques of the computer arts and design industry. *Prerequisite:* Portfolio review admission into major or permission of the chair. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 200 Drawing I

An introduction to basic principles and processes of drawing, with an emphasis on direct observation. Students work from still life, nature, and the imagination towards an understanding of the perceptual aspects of visual forms. *Prerequisite:* Portfolio review admission into major or permission of the chair. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 214 Drawing II

Further exploration and understanding of drawing elements with an emphasis on drawing process, pictorial structure, and personal expression. The course includes an introduction to drawing the human form. *Prerequisites:* CART 200. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 215 (ARTT 215) History of Art I

This course is the first half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from early cave paintings to the beginnings of the Renaissance. Students develop a visual vocabulary and an acute awareness of style as a function of historical conditions; they also learn to decode images in a way that enables them to be more sophisticated designers of visual communication material. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

CART 216 (ARTT 216) History of Art II ^(cc)

This course is the second half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in the terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from the early Renaissance to the modern era. Students develop a visual vocabulary and an acute awareness of style as a function of historical conditions; they learn to decode images in a way that will enable them to be more sophisticated designers of visual communication material. *Prerequisites:* ENGL 110 and CART/ARTT 215. 3 sem. hrs. 3 crs.

CART 219 (CISC 219) Web Design I

This course presents an introduction to basic Web design and information architecture. It introduces concepts of good design and usability in theory and practice. Elements of page design, site design and structure are discussed, including color, typography, simple image manipulation, links, and site organization. The course has a strong hands-on component in which students will be introduced to elements of HTML and Web design using image manipulation software and Web authoring tools. *Prerequisite:* CISC/MATH 120 (Prospective students who have significant computer experience are encouraged to seek departmental approval for waiver of CISC/MATH 120). 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 225 Foundation II: Process, Composition, Color

The fundamentals of two-dimensional visual composition and three-dimensional form, structure, and concepts, including color theory and its application. The course will explore digital and non-digital production techniques for image and form construction. *Prerequisite:* Minimum grade of C+ in CART 110 and 120. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 240 Storyboarding

An introduction to time-based computer arts and design. Through an investigation of narrative structures, spatial compositions, and sound, students will explore the fundamental techniques and aesthetics of the moving image utilizing storyboarding, two-dimensional animation, and motion design as a means of communication. Research, critical analysis and concept development will be emphasized. *Prerequisites:* CART 225. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 245 Sound Design

An introduction to basic principles and production of audio as it applies to computer arts and design. The course explores the structural and conceptual relationships between sound and image. *Prerequisite:* Minimum grade of C+ in CART 110 and 120. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 250 Modeling for Digital Animation I

An introduction to modeling, texturing, and rendering for three-dimensional digital objects and environments. Topics include lighting and color, concepts of three-dimensional space, geometric transformation, and methods for smoothing. Working from concept art, students will be introduced to the modeling "pipeline" and the theory of, and methods for, compositing. *Prerequisites:* CART 214 and 225. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 255 Modeling for Digital Animation II

An introduction to modeling, texturing, and rendering for three-dimensional digital characters. Topics include character development and design, anatomy, and animation theory and methods utilizing rigging, articulation and kinematics. *Prerequisites:* CART 250. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 259 (CISC 259) Web Design II

This course presents more advanced design techniques for website development and information architecture. The overall structure, flow, and organization of the website are discussed. The concepts and criteria introduced in Web Design I are utilized with added sophistication to page design, image manipulation, basic animation techniques, and the use of style sheets. The course has a strong hands-on component where, in addition to the software packages used in Web Design I, students will be introduced to DHTML, CSS, and Flash. *Prerequisites:* CART 219 or approval of instructor. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 260 Broadcast Design I

An introduction to broadcast design, film graphics, and the principles of motion graphics design. The animation process, theories of montage, timing principles, principles of composition, using color effectively, compositing, integrating type, and integrating still and moving imagery will be covered. Methods for analysis will be introduced, with an emphasis on understanding the relationship between graphics and motion. Students will further develop their own unique design and animation styles plus explore how time can transform visual language. *Prerequisites:* CART 240 Sequence, Time + Space and CART 370 Graphic Design I or permission from the Chair. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 300 Figure Drawing

Advanced study of drawing with an emphasis on representation of the human figure, exploring anatomy, proportion, expression, and movement. *Prerequisites:* CART 214. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 315 Animation History

A study of historical and contemporary issues in Animation. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

CART 316 Design History

A study of historical and contemporary issues in Visual Communication Design, Computer Graphics and Gaming. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

CART 320 2D Animation

A study of animation as a means of storytelling through drawing, narrative and character development, character and scene design, and sound. Students will explore emotion, expression and movement in both realistic and stylized drawing of animated shapes and forms, humans, and animals. Critical analysis and concept development will be emphasized. *Prerequisites:* CART 214 and 225. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 322 2D Animation

In this course students will learn and explore how to create memorable characters in moving stories. Some of the topics to be covered include story structure and storyboarding, setting up production schedules and lip synching. Methods for managing large projects will be analyzed and practiced. Copyright basics will be examined. Creating memorable visual characters will be more deeply explored. Students will further develop their own unique animation style. *Prerequisites:* CART 240 and CART 320 or permission from the chair. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 325 Video

Further exploration of visual narrative and the moving image utilizing digital video and audio. The course will cover basic camera techniques, editing, compositing, and visual effects. Critical analysis and concept development will be emphasized. *Prerequisites:* CART 240. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 330 Painting I

This course introduces students to the basic language, conventions and material concerns of representational painting and color theory. The emphasis is on drawing, accurate color mixing, and attention to surface. *Prerequisites:* CART 214. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 335 Visual Storytelling

A study of visual narrative, character development and design, color systems, and digital illustration as it relates to computer arts and design. Particular emphasis will be placed on illustrated sequences, story-line illustration, thematic series pictorials, and writing story treatments. With an aim towards visual literacy, students will investigate story with reference to style, content and interpretation. Concept development, and methods for analysis and production, will be emphasized. *Prerequisites:* CART 225 and 214. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 340 Digital Animation I

An introduction to the principles of 3D animation this course further develops on principles learned in 2D Animation . Students explore methods for analysis and production of animation through projects that will focus on character performance. *Prerequisites:* CART 250 and CART 320. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 345 Animation Production I (previously Digital Animation II)

Further exploration of the principles and methodologies associated with two- and three-dimensional digital animation. Topics and techniques will include rigging methodologies, character control, and character animation through project content that will focus on character performance and scene design. Methods for analysis and production of animation will continue to be emphasized. *Prerequisites:* CART 255 and 340. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 350 Digital Media + Interaction Design I

An introduction to the principles of interactivity, typography, and design for digital media, including the concepts of interface, information design, play, and an understanding of the relationships between image, typography, and sound. Students will explore the basic concepts surrounding the creation of time-based and interactive experiences, with an emphasis on how these experiences relate to design for games and the World Wide Web. Methods for analysis and production will be introduced. *Prerequisite:* CART 240. 3 sem. hrs. 1.5 hrs. studio/ lab per week. 3 crs.

CART 355 Digital Media + Interaction Design II

Further exploration of the principles and methodologies associated with digital media and interaction design, including complex multi-media presentations and applications for the World wide Web. Students will study human-factor variables of design. Utilizing time-based and interactive design processes, the course explores design as a social, political and cultural activity. Methods for analysis and production will continue to be emphasized. *Prerequisite:* CART 350. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 360 Game Design I

An introduction to the principles of game design, including an understanding of games as formal, social, and cultural systems. The course will emphasize rapid prototyping and play testing of game concepts, as well as introduce methods for game analysis and production. *Prerequisite:* CART 340. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 365 Game Design II

Further exploration of the principles and methodologies associated with the design of games. The course will cover concepts of narrative theory, social play, complexity, emergence, and designed interaction. Prototyping and playtesting will continue to be emphasized. *Prerequisite:* CART 360. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 370 Graphic Design I: Word and Image

An introduction to the principles of communication design problem solving while exploring visual semiotics—the interrelationships between form, function, content, and meaning. The fundamentals of typographic design and hierarchies are explored through practical and experimental print projects. Methods for analysis and production will be introduced, with an emphasis on understanding the relationship between words and images in developing a visual language. *Prerequisite:* CART 225. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 375 Graphic Design II: Grid and Identity

Further exploration of the principles and methodologies associated with communication and typographic design through the use of various design strategies. Utilizing visual identity, package and print design processes, the course explores graphic design as a social, political and cultural activity. Methods for analysis and production will continue to be emphasized. *Prerequisite:* CART 370. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 395 Special Topics in Computer Arts

An investigation of special topics within the computer arts and design industry. The course may be repeated when topics vary, with permission of the chair. *Prerequisites:* variable depending on topic. Hours: variable depending upon topic. 3 crs.

CART 399 Internship in Computer Arts

A supervised internship of a minimum of 96 hours within the Computer Arts and Design industry. *Prerequisites:* Minimum of 36 credits and 3.0 GPA in the major, and permission of the CART Internship Coordinator. May be repeated up to a maximum of nine credits. 3 crs.

CART 425 Animation Techniques

An exploration of animation as a means of storytelling and communication using classical animation techniques and materials such as stop-motion, time-lapse, rotoscoping, puppets and claymation. *Prerequisites:* CART 240 and 300. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 440 Animation Production II (previously Digital Animation III)

Advanced study of two- and three-dimensional digital animation, focusing on post-production, dynamics, and compositing, through self-directed projects that are structured in such a way as to allow students to refine their personal creative process and develop the ability for critical analysis of their work. *Prerequisite:* CART 345. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 450 Digital Media + Interaction Design III

Advanced study of digital media and interaction design through self-directed projects that are structured in such a way as to allow students to refine their personal creative process and develop the ability for critical analysis of their work. *Prerequisite:* CART 355. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 460 Game Design III

Advanced study of game design through self-directed projects that are structured in such a way as to allow students to refine their personal creative process and develop the ability for critical analysis of their work. *Prerequisite:* CART 365. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 470 Game Design III: Complex Content Systems and Personal Voice

Advanced study of communication and typographic design utilizing complex design strategies through self-directed projects that are structured in such a way as to allow students to refine their personal creative process and develop the ability for critical analysis of their work. *Prerequisites:* CART 375.3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 495 Senior Studio

A self-directed project including both visual and written components developed under faculty advisement. This course will focus on the ideation and pre-production stages of the student's project, and should be taken in the last year of study. Formal presentations to faculty advisors are required. The course also covers interview skills, job search practices, and professional portfolio presentation as it relates to the computer arts and design industries. Students must pass with a minimum grade of B- in order to receive credit for this course. *Prerequisite:* completion of one of the following: CART 440, CART 450, CART 460 or CART 470, or permission of the Chair. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

CART 496 Senior Project

Completion of the self-directed project begun in CART 495, Senior Studio. This course will focus on the realization, visual production and written components of the project, and should be taken in the last semester of study. The final project will be exhibited and formally reviewed by faculty advisors. Students must pass with a minimum grade of B- in order to receive credit for this course. *Prerequisite:* CART 495. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs.

COMPUTER SCIENCE AND COMPUTER INFORMATION SYSTEMS

Students enrolling in all major courses must earn at least a letter grade of C in all prerequisite courses. MATH 116 requires a minimum grade of B in MATH 105 as a prerequisite. Prospective Computer Science, Computer Information Science or Mathematics majors who have significant computer experience are encouraged to seek departmental approval for a waiver of CISC/MATH 120. Students enrolled in Computer Science and Computer Information Systems majors may have to spend substantial time outside of class to complete their coursework. Students in these majors are required to take a programming proficiency test in CISC 231.

CISC/MATH 120 Introduction to Computers and Application Software

An introduction to computers and computing including the fundamentals of computer nomenclature, particularly with respect to personal computer hardware and software and the World Wide Web; develop an understanding of why computers are essential components in the business world and society in general; focus on the computer as a valuable productivity tool; present strategies for purchasing, and maintaining a personal computer system. This

course has a wide-ranging hands-on lab component, which includes an introduction to and actual use of; word processing, spreadsheet, presentation, and Internet browser software. *Prerequisites:* MATH 105 or placement at MATH 115 or MATH 116 level and ENGL 109 level or departmental approval. Students passing a CISC 120 challenge exam may substitute a liberal arts elective for this course. 3 sem. hrs; 3 crs.

CISC 131 (MATH 131) Foundations of Computing I

An introduction to the fundamental concepts of object-oriented programming, including classes, objects, and basic program control flow statements. Using the programming language, Java, students are introduced to principles of software design and reuse. *Prerequisites:* CISC/MATH 120 and MATH 116 or departmental approval. 2 sem. hrs. 2 hrs. lab. 3 crs.

CISC 219 (CART 219) Web Design I

This course presents an introduction to basic Web design and information architecture. It introduces concepts of good design and usability in theory and practice by exploring and comparing existing sites. Elements of page and site design and structure are discussed, including color, typography, simple image manipulation, links, and site organization. The course has a strong hands-on component where students will be introduced to elements of HTML and use up-to-date image manipulation software and a Web-authoring tool. *Prerequisite:* CISC/MATH 120. (Prospective students who have significant computer experience are encouraged to seek departmental approval for waiver of CISC/MATH 120.) 3 sem. hrs. 3 crs.

CISC 220 Database Applications

This course is a hands-on introduction to building a simple information management system using commercial relational database management software such as Microsoft Access. Students learn to build application systems using simple design tools and are exposed to database programming tools and the relational database model. Students design and build tables, forms, reports, queries and data access pages. Students complete a term project where they develop a functioning database application. *Prerequisite:* CISC/MATH 120. 3 sem. hrs. 3 crs. (Offered in fall semester only.)

CISC 230 PC Hardware

Students will study the fundamentals of modern PC hardware: including standard interfaces, ports, bus structures, architectures and interconnection methodologies. At the end of the course the student will be able to identify the principal components of microcomputers, assemble systems, upgrade memory, install cards and hard drives. The student will have hands-on laboratory experience centered on installation, configuration and troubleshooting of PCs with emphasis on current Windows Operating systems. *Prerequisite:* CISC/MATH 120. 3 sem. hrs. 3 crs. (Offered in fall semester only.)

CISC 231 (MATH 231) Foundations of Computing II

This course continues the exploration of fundamental concepts of object-oriented programming using the programming language, Java. Students are introduced to the principles of basic data structures, elementary file input/output and exception handling and GUI. *Prerequisite:* CISC/MATH 131 or departmental approval. 2 sem. hrs. 2 hrs. lab. 3 crs.

CISC 238 Graphical User Interface Application Development

The student is introduced to application development using a graphical user interface (GUI). Topics include: graphics user interface design, properties of interface objects, attaching code to interface objects, developing and running entire applications using graphics and drawing, and building and updating databases. *Prerequisite:* CISC/MATH 131 (Offered in spring semester only.)

CISC 257 Computer Network I

This course provides an introduction to fundamental concepts in the design and implementation of computer communication networks, their protocols, and applications. Topics to be covered include overview of internet technologies, network architecture, application layer, transport layer and network layer. A series of Lab activities are integral part of the course and will provide students practical experiences of networking. *Prerequisite:* CISC/MATH 120. 3 sem. hrs. 3 crs. (Offered in fall semester.)

CISC 259 (CART 259) Web Design II

This course presents advanced design techniques for website development and information architecture. The overall structure, flow, and organization of the website are discussed. The concepts and criteria introduced in Web Design I are utilized with added sophistication to page layout, image manipulation and typographical design. The use of tables and frames is described as well as several special effects, like rollovers and tweening, and elementary animation techniques. The course has a strong hands-on component where, in addition to the software packages used in Web Design I, students will be introduced to DHTML, CSS, and Flash. *Prerequisite:* CISC/CART 219 or approval of instructor. 3 sem. hrs. 3 crs.

CISC 271 Programming in C++

Students learn basic and advanced concepts of C++. Applying modern software development principles, students design and implement projects extending their knowledge of programming techniques and concepts introduced in previous courses. *Prerequisite:* CISC 231. 3 sem. hrs. 3 crs.

CISC 301 Information Systems within Organizations

A comprehensive introduction to the concepts and theories that explain and/or motivate methods and practices in the development and use of information systems (IS) in organizations. The concepts and theories will include systems, management and organization, information, quality and decision-making. The relationship of information systems to corporate planning and strategy and concepts relating information technology (IT) to competitive advantage and productivity are explored and explained. The concepts and practices underlying the use of information technology and systems in improving organizational performance, as well as the roles of management, users and Information Systems professionals are presented. *Prerequisites:* CISC/MATH 220 and ACCT 120. 3 sem. hrs. 3 crs. (Offered in spring semester.)

CISC 311 Objects, Structures and Algorithms I

This course builds upon the Foundations of Computing courses and presents concepts and techniques essential for working in a modern software development environment. These include object-oriented programming, exception handling, algorithmic analysis, linear and nonlinear data structures, and data structure libraries. Software engineering and object-oriented design concepts are discussed using case studies and software projects. *Prerequisites:* CISC/MATH 231 and MATH 244. 3 sem. hrs. 3 crs. (Offered in fall semester.)

CISC 327 (MATH 327) Computer Graphics

Introduction to the principles behind the science of computer graphics; fundamental graphics algorithms techniques with emphasis on algorithms suitable for raster display devices; representation and transformations of objects in 2 and 3 dimensions; clipping; projections; ray tracing; color and shading. *Prerequisites:* MATH 260 and CISC/MATH 231. 3 sem. hr. 3 crs. (Offered in spring semester.)

CISC 333 Programming Languages

A study of the historical evolution of programming languages. An introduction to the fundamental concepts, examining the design issues of the various language constructs and critically comparing the alternatives. Languages such as Pascal, Ada, FORTRAN, ANSI C and C++ are used to exemplify the concepts and constructs of imperative languages. Functional, logic and object-oriented programming models are described and discussed as alternative programming methodologies. *Prerequisite:* CISC 311. 3 sem. hrs. 3 crs. (Non-liberal arts credit.) (Offered in fall semester.)

CISC 335 Computer Network II

The course continues the exploration of the fundamental concepts of Computer Networks. Topics to be covered include the Network Layer, Linked Layer and Local Area Network, Network Management, Wireless and Mobile Networks and Multimedia Networking. Network Security will be introduced. Lab Activities will provide students practical experiences in computer networking. It will be centered on implementation, configuration and troubleshooting of a LAN. *Prerequisite:* CISC 257. 3 sem. hr. 3 crs. (Offered in spring semester.)

CISC 337 Database Management Systems

Introduction to the basic concepts of database management systems, including data representation, conceptual data modeling, entity relationship diagrams, the relational model, normalization, and database design and implementation. Concepts of data integrity, security, privacy, and concurrence control are introduced. Students implement a major database application project. *Prerequisite:* CISC 120. 3 sem. hrs. 3 crs. (Offered in fall semester.)

CISC 339 Artificial Intelligence

This course provides a broad technical introduction and a survey of core concepts of artificial intelligence (AI). Topics include history of AI, search (search space, uninformed and informed search, constraint satisfaction), logic reasoning (probabilistic models, uncertainty, Bayesian networks), machine learning (inductive learning, decision trees, reinforcement learning), and perception and cognition (natural language processing, computer vision, robotics). AI techniques have become an essential element in modern computer software and are thus essential for a successful career and advanced studies in computer science. *Prerequisites:* CISC 231, MATH 244 3 sem. hr. 3 crs. (Offered in fall or summer semester.)

CISC 341 Computer Architecture

This course provides the basic knowledge necessary to understand the hardware operation of digital computers, introduces digital components and details the steps necessary to create a design for an elementary basic computer. The organization and architecture of the separate functional units of the digital computer, as well as the assembly level machine organization, are examined. *Prerequisites:* CISC/MATH 231 and MATH 244. 3 sem. hrs. 3 crs. (Non-liberal arts credit.) (Offered in spring semester.)

CISC 359 Website Administration

This course focuses on the server-side implementation of a website. It provides an overview of what is required to build and maintain a website, including hosting, server administration, security, user interactivity and database integration. The students will implement a server, develop user and file security policies, design the server configuration, and understand the server interaction with search engines. Given a previously designed GUI, the students will develop scripting programs that implement the appropriate business logic and interpret the user's input in order to access the database. *Prerequisite:* CISC/MATH 220. 3 sem. hrs. 3 crs. (Offered in spring semester.)

CISC 370 Systems Analysis and Design^(co)

Introduction to the steps required to complete an analysis and design of a computer information system with emphasis on mastering the methods and procedures used in structured systems analysis. These include various techniques of information requirements gathering, data flow diagrams, data dictionaries, process and program specifications. Working in teams, students learn the information systems development process by completing a significant term project. *Prerequisite:* CISC 220. 3 sem. hrs. 3 crs. (Offered in fall semester.)

CISC 371 Software Engineering I: Principles

Students will learn the principles of software engineering. Topics to be covered include software design and processes, requirements and specifications, software validation and testing strategies, software evolution, project management, documentation, and quality assurance. Upon completion of the course, students should have a fundamental understanding of the software life cycle and the processes involved in the design, development, implementation and maintenance of complex software systems, and the associated documentation of design, program and training materials, as well as an understanding and development of the interpersonal and communication skills required for a career in computer science. *Prerequisite:* CISC 311. 3 sem. hrs. 3 crs.

CISC 380–381 Cooperative Education in Computer Science I, II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals.

Possible placement sites for students in CIS include corporations, small businesses, non-profit organizations and schools. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. Division approval required. 3 sem. hrs. 3 crs. per sem.

CISC 385 Cryptography and Computer Security

Introduction to the concepts and applications of cryptography and computer security. Included are the basic building blocks of network security, such as conventional and public key encryption techniques, authentication and digital signatures. Important network security and Web security tools and applications, including S/MIME, IP security, Kerberos, SSL/TLS, and Secure Electronic Transactions (SET), as well as methodologies for countering hackers and computer viruses are explored. The language of modern cryptography is primarily number theory, and various tools of number theory, including modular arithmetic, primality, and hash functions are developed as needed. *Prerequisites:* CISC 257 and MATH 244. 3 sem. hrs. 3 crs. (Offered in spring and summer semester.)

CISC 395 Special Topics in Computer Information Science

This course will introduce students to the future implications (both technical and social) of present trends in the computer science or data processing field. Presentations will be offered on such topics as cybernetics, Ada, and distributed processing. *Prerequisites:* Variable, depending upon topic. 3 sem. hrs. 3 crs. (Non-liberal arts credit.)

CISC 397 Independent Study in Computer Information Science

Individual projects or readings undertaken in a specific area of Computer Information Science. Registration with the permission of instructor, the school dean, and the associate dean for Academic Administration. 3 crs. (Non-liberal arts credit.)

CISC 411 Objects, Structures and Algorithms II

This is a project-oriented course in programming. Students learn basic and advanced concepts of a second object-oriented programming language, such as C++, highlighting the major commonalities and differences between this new language and the one they have used earlier (such as Java). Applying modern software development principles, students design and implement substantial programming projects building on different high-level data structures introduced in previous courses. *Prerequisites:* CISC 311. 3 sem. hrs. 3 crs. (Offered in spring semester.)

CISC 421 Operating Systems

Process concepts, asynchronous concurrent processes, concurrent programming, deadlock, real storage, virtual storage organization, virtual storage management, job and processor scheduling, multiprocessing, disk scheduling, file and database systems, performance measurement, networks and security are covered. *Prerequisite:* CISC 231 and MATH 244. 3 sem. hrs. 3 crs. (Non-liberal arts credit.) (Offered in fall and summer semesters.)

CISC 470 Information Systems Development and Implementation

In this capstone course for Computer Information Systems majors, students will apply techniques for analyzing, designing and implementing a computer information system. Systems development life cycle methodologies, CASE tools, project management techniques, and database development techniques will be used by project teams as they develop and implement a new computer information system. *Prerequisites:* CISC 337 and CISC 370. 3 sem. hrs. 3 crs. (Offered in spring semester.)

CISC 471 Software Engineering II: Senior Capstone Project^(co)

This is the second course in the Software Engineering sequence. Students apply the principles of software engineering in real-world projects. In this capstone course for Computer Science majors, students will learn to work as a team in the development of small to medium-scale software systems. *Prerequisite:* CISC 371 with grade of C. 3 sem. hrs. 3 crs.

CORPORATE AND HOMELAND SECURITY

CHSC 120 Investigative techniques and Reporting

This course introduces the student to the complementary administrative and operational protocols for security related investigations as found in business, law enforcement, and national homeland security environments. The multidimensional presentation of material synthesizes investigative techniques for intelligence gathering, interviewing, crime scene preservation and incident report formatting. Within a framework of legal parameters and corporate objectives, the course will present practical applications, which are effective for the post-9/11 security environment. 3 sem. hrs. 3 crs.

CHSC 140 Introduction to Homeland Security, Public Safety and Terrorism^(ce)

This course introduces the organizational and programmatic initiatives for domestic security in the post-9/11 world. Topics include an overview of the terrorist threat; chemical, biological, and nuclear hazards; public safety and security; statutory authority; and measures for mitigation, preparedness, response and recovery. The course also explores the types and levels of impact that these developments have upon the national, local community, and corporate psyches of America. 3 sem. hrs. 3 crs. (Previously cross-listed with CRJU 140)

CHSC 235 Foundations of Risk Management

An introduction to fundamental probability and theoretical concepts of risk as it pertains to public and private sector environment. This course is designed to familiarize the student with identifying and responding to various risks, threats and vulnerabilities in the context of theoretical and real world scenarios. The course will explore proactive and reactive risk management theories as well as identification of and response to different levels of crisis. *Prerequisite:* MATH 116. 3 sem. hrs. 3 crs.

CHSC 245 Legal Aspects of Security Management

An analysis of current federal, state and local laws and regulations pertaining to security management. Discusses the powers of private security in regard to arrest, detention and interrogation, the duty to protect from third party crime, and the power and limits of civil tort law. The goals and objectives of corporate policies and procedures are examined in the context of the legal requirements of criminal justice procedure, contract law, administrative law and federal employment law. 3 sem. hrs. 3 crs.

CHSC 315 Terrorism

This course provides a comprehensive exploration of contemporary terrorism. It focuses on the theories and cases related to the causes, perpetration, and results of terrorist activities. It includes an analysis of religious terrorism, ideological terrorism, gender-focused political violence, criminal enterprises and terrorist violence. Among the specific issues to be covered are the changing definitions and perceptions of terrorism; the origins of terrorism; the impact of terrorism upon community and media; tactics and targets; and the major scholarly issues in the field of terrorism. *Prerequisite:* CHSC 140. 3 sem. hrs. 3 crs.

CHSC 325 Personnel and Physical Property Security

Introduces the concepts and methodologies of workplace security used by small, medium, and large corporations. Topics related to personnel security include pre-employment screening, training, employee security awareness, internal investigations, workplace violence, security officer operations, and executive protection. Physical property security topics include perimeter integrity, facility protection, access control, and countermeasures technology. *Prerequisite:* MGMT 225. 3 sem. hrs. 3 crs.

CHSC 345 Corporate Security for the national Infrastructure

An analysis of the security responsibilities and practices of the domestic corporations, which sustain the nation's critical infrastructure. The course takes up the strategic and logistical aspects of large-scale corporate security efforts within the transportation, communications, energy, financial and other vital sectors of the national infrastructure, using economic, public safety and national security perspectives. *Prerequisite:* CHSC 140. 3 sem. hrs. 3 crs.

CHSC 350 Security Crisis Management

An in-depth focus upon the strategies, programs and actions for mitigation, preparedness, response and recovery, which are available for the management of natural and man-made crises. Methods of cooperation, coordination and interaction with federal and state agencies, public and private institutions, citizen organizations, and volunteers are studied and the coordinating processes of the Homeland Security National Response Plan are considered for the corporate security environment. *Prerequisite:* CHSC 235. 3 sem. hrs. 3 crs.

CHSC 399 Internship in Corporate and Homeland Security I

By approval of the program director, a CHS major can augment classroom studies with practical experience through meaningful participation relating to Risk Management, Homeland Security or Information Assurance, in a corporate, government or law enforcement environment. *Prerequisite:* One half (12 credits) of upper level (300 and 400 level) Specialization Course Requirements completed at Mercy College and approval from program director. 3 sem. hrs. 3 crs.

CHSC 400 Internship in Corporate and Homeland Security II

This internship continues the practical objectives of CHSC 399, Internship in Corporate and Homeland Security I. Participants are encouraged to select a different working environment than was previously undertaken. However, requirements may be altered at the discretion of the program director on a case-by-case basis. *Prerequisite:* CHSC 399. 3 sem. hrs. 3 crs.

CHSC 435 Advanced Risk Management

Advanced probability analysis of contemporary corporate security and loss prevention issues, strategies and solutions. Comprehensive study includes advanced statistical and theoretical analysis of internal and external threats/vulnerabilities, business continuity planning, crisis intervention and response, impact assessment and risk insurability. This senior-level course is designed to provide an enhanced repertoire of knowledge to the future professional corporate risk manager. *Prerequisite:* CHSC 235. 3 sem. hrs. 3 crs.

CHSC 445 Homeland Defense Structures: the national Incident Management System

An advanced comprehensive review of homeland security organization and strategies. The course will focus on the National Response Plan (NRP) and the National Incident Management System (NIMS) and will include discussion of statutory authority, participant roles, operational concepts, incident management and emergency support functions. *Prerequisite:* CHSC 345. 3 sem. hrs. 3 crs.

CRIMINAL JUSTICE

CRJU 102 Introduction to the Criminal Justice System

Students will be given an overview of the criminal justice system, commencing with a discussion of law, its sociology, its functions, etc.; then moving on into the historical origins of the system, current practices, and prognosis for the future of the criminal justice system. 3 sem. hrs. 3 crs.

CRJU 130 Security Management and Loss Control

A comprehensive survey of the various aspects in the field of private security. Included are the fundamentals of security management, loss control and prevention, and discussions of the various safety programs in business and industry. 3 sem. hrs. 3 crs.

CRJU 132 Victimology

This course focuses on the central character in a criminal act, the victim. Its objectives are to understand what it means to be victimized and to learn how to offer a victim real help. Special attention will be given to the victims of particular sorts of crimes such as sexual assault; child, adolescent and spouse abuse; victimization of the elderly and of parents; incest; and to the survivors of homicide victims. 3 sem. hrs. 3 crs.

CRJU 140 Introduction to Homeland Security, Public Safety and Terrorism

This course introduces the organizational and programmatic initiatives for domestic security in

the post-9/11 world. Topics include an overview of the terrorist threat; chemical, biological, and nuclear hazards; public safety and security; statutory authority; and measures for mitigation, preparedness, response and recovery. The course also explores the types and levels of impact that these developments have upon the national, local community, and corporate psyches of America. 3 sem. hrs. 3 crs.

CRJU 154 Probation and Parole

The two most important non-institutional treatment methods for offenders are probation and parole. Past and present programs will be covered to understand their status, current scope, and future trends and practices. 3 sem. hrs. 3 crs.

CRJU 204 Introduction to Corrections

A general overview of the subsystems commonly known as corrections. Probation and parole will be covered. The punishment and treatment of offenders will be explored. Visits to federal, state, and city correctional institutions, and an opportunity to discuss correctional problems with ex-offenders will be arranged. 3 sem. hrs. 3 crs.

CRJU 205 Arson Investigation

An introduction to the problems and techniques of fire investigation; the chemistry of fire and the combustion properties of selected fuels; a discussion of the Arson Laws and types of incendiary fires; determining fire causes; recognizing and pursuing evidence; interrogation of adults and juveniles and court procedures. 3 sem. hrs. 3 crs.

CRJU 206 Deviation and Therapy

An analysis and exploration of the various treatment processes and techniques employed in a variety of agencies and situations including case work counseling, individual and group therapy and halfway house techniques. 3 sem. hrs. 3 crs.

CRJU 207 White Collar Crime

This course will provide an in-depth view of white collar criminality. Comparison will be made between traditional crimes and white collar crimes; various types of white collar crimes will be discussed and analyzed. Organized crime and the problems inherent in white collar crime prosecutions will be dealt with. 3 sem. hrs. 3 crs.

CRJU 208 Organized Crime Control

An examination into the history and background of organized crime including illegitimate and legitimate activities. Special emphasis will be on the control measures adopted on the local, federal and international levels. The course will analyze the organized crime system in order to counteract its negative effect and harm to society through the use of established and new legislation, and innovative investigative techniques. 3 sem. hrs. 3 crs.

CRJU 212 (SOCL 212) Criminology

The nature and causes of criminal behavior as they relate to effective means of prevention and rehabilitation, theories of criminal behavior focused on the individual, the family, the neighborhood, and society as the primary causal factors; various interdisciplinary schemes also considered. 3 sem. hrs. 3 crs.

CRJU 213 Legal Aspects of Private Security

A study of the legal status of "private police." Included will be a review of the regulation of private security agencies, interrelations with law enforcement agencies, problems in the area of arrest, searches, privacy, etc. Civil liabilities of private security personnel and the rights of citizens will also be explored. 3 sem. hrs. 3 crs.

CRJU 215 (SOCL 215) The Juvenile Justice System

Origins, philosophy and objectives of the juvenile justice system, measures of delinquency, theoretical perspectives on delinquency, legal processes, roles of the actors and current trends within the juvenile justice system. 3 sem. hrs. 3 crs.

CRJU 229 Stress Management in the Criminal Justice System

By employing numerous experimental situations and evaluation instruments, this course will help the student understand stresses felt by those in the Criminal Justice System — police officers, correction officers, victims, probation and parole personnel, etc., what happens to them and what can be done to manage stress. The course deals directly with the causes and prevention of: career frustration; job boredom; supervisory conflicts; family problems; life changes; emotional strain and person-to-person resistance. 3 sem. hrs. 3 crs.

CRJU 233 Family Violence the Criminal Justice Response

Once considered a “hands off” issue, to be dealt with in the privacy of a family, cases of family violence increasingly are brought to the Criminal Courts. Drawing on the latest research, the course gives information about batterers and battering behavior. It reviews current practices, and examines various options available to Criminal Justice personnel handling the problem. (Previously numbered: CRJU/BHSC 133.) 3 sem. hrs. 3 crs.

CRJU 234 (LAW 234) Criminal Law

The objective of this course is to acquaint the student with the historical background of Criminal Law, jurisdiction, the mental elements necessary to commit crime, the major crimes and recent changes in the law brought about by court cases. Comparison will be made as to what the law is elsewhere and what the law is in the State of New York. 3 sem. hrs. 3 crs.

CRJU 236 Criminal Court Process

A detailed study of the criminal court systems will be explored. City, county, state, and federal courts will be examined critically. 3 sem. hrs. 3 crs.

CRJU 246 (SOCL 246) the Death Penalty in America

This course will discuss the various issues surrounding the death penalty as a punishment in the United States. Areas covered will include the history of the death penalty and legal and constitutional questions. Social, psychological and philosophical issues will also be explored. 3 sem. hrs. 3 crs.

CRJU 250 (LAW 250) Criminal Procedure

This course will acquaint the student with the criminal procedures that are followed in most states throughout the nation. The path of the criminal will be traced from arrest, to arraignment, to the grand jury, to trial, etc. The New York Criminal Procedure Law and Court cases that have been defined, limited and interpreted criminal procedure will be discussed. 3 sem. hrs. 3 crs.

CRJU 253 Policing

This course introduces the institution of policing in American Society. The origins and evolution of American policing; policing in America; police in relation to the criminal justice system; organizational structure of law enforcement agencies; police subcultures; patrol and investigation; police intelligence and information; community policing; policing and the law; civil liability; police discretion; deviance; the use of force and the future of policing. 3 sem. hrs. 3 crs.

CRJU 255 Crime Scene Investigation

A study of the scientific techniques of criminal investigation evidence gathering. The student will be exposed to actual cases involving physical evidence in an effort to explain how the laboratory analyses are an integral part of the investigation. *Prerequisite:* CRJU 102 or comparable practical experience. Recommended: CRJU 256. 3 sem. hrs. 3 crs.

CRJU 256 Criminal Investigation

This course is designed to familiarize the student with the modern methods of criminal investigation, including not only the various techniques involved, but also the problems encountered in crime investigation. Legal issues, interrogation techniques, surveillance techniques, crime scene examination, report writing, and testimony are among the areas covered. 3 sem. hrs. 3 crs.

CRJU 295 Contemporary Issues

A discussion of current topics concerning criminal justice, such as search and seizure, court administration, drugs, police administration, jails and prisons. Specific topics to be covered will be announced by the department. 3 sem. hrs. 3 crs.

CRJU 301 (POLS 301) Constitutional Law and Criminal Justice^(co)

Analysis of the leading U.S. Supreme Court and State Court decisions impacting Criminal Justice. The historical development of the Bill of Rights and its application to the States through the Due Process Clause of the Fourteenth Amendment. *Prerequisite:* Six credits in Criminal Justice. 3 sem. hrs. 3 crs.

CRJU 303 Perspectives in Legal Development

An analysis of the development of the legal process, particularly as it affects Criminal Justice. The philosophy and conflict between needs, ideas, and experiences will be explored through the writings of the great minds of philosophy and law. 3 sem. hrs. 3 crs.

CRJU 304 Law, Ethics, and Criminal Justice

This course will study the balance among moral philosophy, law, and criminal justice administration. The course will study the movement toward professional ethics, and the growing emphasis on value questions and policy decisions among scholars, researchers, and practitioners. 3 sem. hrs. 3 crs.

CRJU 380–381 Cooperative Education in Criminal Justice, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible meaningful sites for students in criminal justice include police departments, non-profit organizations, treatment centers and governmental offices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. 3 crs. per sem.

CRJU 397 Independent Study in Criminal Justice

A project designed to take into account the individual student's special criminal justice interest. Student must comply with the special instructions for Independent Study Projects as set forth in the Catalog. 3 crs.

CRJU 399 Internship in Criminal Justice

Under Faculty supervision, the pre-service major supplements his classroom studies with practical experience, by engaging in a planned program of observation and participation in selected criminal justice agencies. *Prerequisite:* Six credits in Criminal Justice. 3 crs.

CRJU 401 Senior Seminar in Criminal Justice^(co)

A seminar required of all majors in Criminal Justice; readings, reports, discussions, project to be completed under the direction of the faculty. *Prerequisites:* CRJU 102 and at least three other courses in Criminal Justice. 3 sem. hrs. 3 crs.

CRITICAL INQUIRY**CINQ 101 Critical Inquiry**

This is a General Education course in which reading, thinking, and information literacy competencies are introduced, reinforced and assessed. Each section of CINQ 101 focuses on a particular topic; students analyze assigned readings, prepare and respond to arguments related to the topic, and complete projects that require research and assessment of relevant print and online sources. This course is required of all entering freshmen and of transfer students with 30 credits or less. For students transferring in more than 30 credits, a liberal arts elective may be substituted for this course. 3 sem. hrs. 3 crs.

CYBERSECURITY

IASP 230 Introduction to Cybersecurity

This course serves as an entry course to the Cybersecurity Program for undergraduate students. It will introduce basic terminology in information security, information assurance and related legal and ethical issues. The topics span various cybersecurity domains including access control, threats and vulnerabilities, risk management, firewall, intrusion detection and prevention, cryptography, physical and personnel security. *Prerequisite:* CISC 120. 3 sem. hrs. 3 crs.

IASP 310 Information Assurance and Control Systems: Protection

This course will introduce students to Information System threats and vulnerabilities; techniques to protect the system pro-actively from both internal and external threats; review of software and hardware products for system security. Students will complete hands-on assignments for testing and evaluating various techniques. *Prerequisite:* CISC 257. 3 sem. hrs. 3 crs.

IASP 320 Information Assurance and Control Systems: Recovery

This course continues the introduction of Information Security and Control Systems. The focus is on the information recovery. It will introduce students to Information System techniques to detect incidents and information recovery; review of software and hardware products for information system recovery. Students will complete hands-on assignments for testing and evaluating various recovery techniques. *Prerequisite:* IASP 310. 3 sem. hrs. 3 crs.

IASP 321 LINUX Administration

This course focuses on the administration of LINUX in a secured networked environment. Students will be introduced to the installation and configuration of LINUX, along with the use of command-line LINUX commands and scripting languages. Special emphasis will be placed on the installation and configuration of popular LINUX services such as SSH, HTTP, FTP, SMTP, Samba, MySQL, IPTABLES firewall, etc. Hardening of the LINUX kernel will also be discussed to make students aware how a LINUX system could be made more secure. *Prerequisite:* CISC 120. 3 sem. hrs. 3 crs.

IASP 330 Disaster Recovery / Business Continuity

Discusses the applied methodologies used to plan and recover systems and business processes when faced with various types of recovery scenarios. The course will cover how disaster preparedness directly correlates to the ability to then continue business operations. *Prerequisite:* CISC 120. 3 sem. hrs. 3 crs.

IASP 420 Network Security

This course introduces students to fundamental network security principles and implementation. It covers types of network attacks, network infrastructure security, Web security, operational security, security management, cryptography and policies and procedures. In addition, it covers any recent development in network security areas. *Prerequisite:* CISC 257. 3 sem. hrs. 3 crs.

IASP 430 Forensic/Electronic Discovery

This course introduces techniques required for conducting a forensic analysis on systems and data. The theories directly correlate to methods used to recover/restore data for various requirements, ranging from litigation to fraud based investigations. *Prerequisite:* CISC 257 and CISC 220. 3 sem. hrs. 3 crs.

IASP 440 System Security

This course reviews the critical skills and methodologies used to ensure compliance to public and private sector regulatory requirements. This course covers how to facilitate internal and external audit requirements, ensuring proper levels of controls, both IT and process level. *Prerequisite:* College Algebra-Math 116 and Statistics-Math/ECON 122. 3 sem. hrs. 3 crs.

IASP 460 Wireless Network and Security

This course introduces various wireless network protocols, access modes, wireless devices, management tools and security risks. This course will give students technical background of wireless networks, and discuss the security risk and management tools. *Prerequisite:* CISC 257. 3 sem. hrs. 3 crs.

IASP 470 System Security^(cc)

This course introduces students to system security. It covers many security aspects in computer system and software programming ranging from basic topics to advanced topics. It includes more thoroughly discussion on risks, trusts, threat, attack, safe programming, operating system mechanisms, virtual machines, hardware security, personal and application security and latest development in system security. Hacking is discussed to ensure students know about the techniques used by malware developers. Prerequisite: Finish at least eight of 300-level and above major courses. 3 sem. hrs. 3 crs.

IASP 475 Senior Project in Information Security

This is a projects-oriented course. Students work in teams of three or four on a project chosen from a list of projects proposed by our industry partners, Mercy community (such as Library, CST) or faculty. Teams will work closely with their mentor in a timely manner. All projects are designed to be completed in one semester. Each student team will create a project proposal, provide check mark for the progress of the project, and use project management tool to track the implementation and completion of the project work over the course of the semester. Prerequisite: Finish at least six of eight 300-level courses and two of four 400-level courses. 3 sem. hrs. 3 crs

ECONOMICS**ECON 115 the Economy, jobs, and you**

This course will introduce the student to the ways different economists view the free market economy of the American society and help solve its problems; and an understanding of the variety of economic policies and their impact on public policy issues. A knowledge of diverse economic approaches to public questions ranging across the political spectrum will help the student critically evaluate the diversity of opinion on today's economic issues. 3 sem. hrs. 3 crs.

ECON 120 The World of Business

This course introduces students to the world of business. The course presents the methods and practices that are used not only in business organizations but also in health care, education, government, and other organizations. With its coverage of management, marketing, finance, and information systems, the course provides a broad foundation for further study of these areas as well as useful knowledge for the workplace. 3 sem. hrs. 3 crs.

ECON 125 Statistical Applications for Business Decision Making

This course provides the business student with statistical tools to enhance their decision-making skills. Students will be instructed in the application of statistical analysis to real world business situations. Students will also learn to understand the underpinning mathematical concepts, which drive statistical analysis and be provided with a primer on using computer software to enhance their newly acquired abilities. (Replaces previous MATH/ECON 122 requirement.) *Prerequisites:* ENGL 110 or placement at ENGL 111; MATH 116, CISC/MATH 120. 3 sem. hrs. 3 crs.

ECON 190 Honors Economics and Public Policy

This course will introduce students to the ways different economists view the free market economy in America and to the variety of economic policies and their impact on public issues. A knowledge of diverse economic approaches to public policy questions – ranging across the political spectrum – will help students critically evaluate the diversity of opinion on today's economic issues. This is an interactive course in which students analyze the economics of social and political issues. In an open classroom forum students present, discuss, and defend their positions. Admission by permission of Honors program. 3 sem. hrs. 3 crs.

ECON 200 Managing Your Money

Personal financial literacy is the student's ability to read about, analyze, manage, and communicate the personal financial conditions that affect his/her material wellbeing. It includes the ability to make financial choices, discuss money and financial issues, plan for the future, and respond competently to life events that affect everyday financial decisions,

including events in the general economy. This course was designed to address the fact that a growing number of people lack knowledge of the basic personal economics they need to make informed financial judgments and manage their money effectively. *Prerequisites:* None required. 3 sem. hrs. 3 crs.

ECON 210 Business Report Writing and Presentations

Contemporary business environments require excellence in managerial literacy to effectively communicate and promote business objectives and policies. This course undertakes the development of written and oral skills applicable to any professional position, utilizing the latest modes of communications technologies. *Prerequisites:* ENGL 111; SPCM 110. 3 sem. hrs. 3 crs.

ECON 220 Macro-Economics

A study of the modern mixed American economy, national income, employment, output, price levels, economic growth and fluctuations, monetary and fiscal policies, current events relating to the American economy. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

ECON 221 Micro-Economics

A study of the foundation of the economic analysis including markets, the price system, production costs, allocation of resources, organized labor and collective bargaining, monopoly power, distribution of income, international trade and finance. *Prerequisites:* MATH 116; ECON 220. 3 sem. hrs. 3 crs.

ECON 225 The History of Macro-Economic Theory

An exploration of the ideas and forces that shaped the economic development of the world's economic communities. Particular emphasis will be placed on success or failure as historical applications are reviewed. Projections will be offered as to the differences to be anticipated within the 21st century and an analysis will be used to determine if past economic events are relative to the new world that lies ahead. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

ECON 230 Ethics: The Corporate Community in Society

A discussion of general ethical concepts and issues in society and the role ethics plays in business. The course examines the ethical responsibilities of the business entity to local, national and global communities and their affect on business practices. Legal versus ethical issues of truthfulness, fair play, collaboration and competition are analyzed. Ethical codes of conduct applicable to non-management positions, mid-level and executive management positions and Human Resource departments are studied for their importance to the business identity. *Prerequisite:* ENGL 110 or placement at ENGL 111. 3 sem. hrs. 3 crs.

ECON 344 Money and Banking

A study of the nature and functions of money and credit; structure of financial institutions and the Federal Reserve system; current theories of monetary analysis; the dynamics of a rapidly changing banking system. *Prerequisite:* ECON 220. 3 sem. hrs. 3 crs.

ECON 410 Advanced Business Communication

Advanced study of business communications, including practice in the writing of case studies and reports; emphasis on navigating the business communication environment, including corporate culture, interpersonal communication, team projects, oral presentations and use of multimedia techniques. This senior-level undergraduate course focuses on content that will be applicable throughout the student's professional career. *Prerequisite:* ECON 210. 3 sem. hrs. 3 crs. (Mandatory for all students in BS/M.B.A. dual program.)

ECON 430 The International Dimension

The objective of this course is to expand the perspective of students by examining the international dimension of the knowledge acquired in previous courses. The course emphasizes the opportunities for organizations that arise from the process of globalization. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

ENGLISH

NOTE: Placement in the appropriate level is based on assessment of the high school or college transcript. Students may elect to take a placement test to determine which English level is appropriate. Students must take the course designated by the assessment or placement exam and all subsequent courses in the English composition sequence through the Literature and Communication requirement.

ENGL 109 Fundamentals of Exposition

Introduction to the expository writing process. Students write and revise short essays in the three required rhetorical modes, based on the analysis of folktales, fairy tales, myths, and legends. There is a uniform exit examination. 3 sem. hrs. 2 hr. lab per week. 3 crs.

ENGL 110 Elements of Exposition

Organization, writing, and editing of expository essays in the three required rhetorical modes, based on the analysis of short fiction. Introduction to the use of basic library reference works. There is a uniform exit examination. 3 sem. hrs. 2 hrs. lab per week, 3 crs.

ENGL 111 Written English and Literary Studies I

The writing of expository prose based on drama. Students read and analyze representative plays and write essays on assigned topics. Introduction to critical essays and research methods. There is a uniform exit examination. 3 sem. hrs. 3 crs.

ENGL 112 Written English and Literary Studies II

Critical analysis of fiction and poetry. Students read and analyze major literary works and compose a full-length research paper on an assigned topic. There is a uniform exit exam. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

The Learning Centers at Mercy College provide students with individual assistance in writing. The writing tutors at the Learning Centers are professional instructors, and their help is provided free of charge for all registered students. Currently, Learning Centers are operating at the Dobbs Ferry, Bronx, Manhattan, and Yorktown campuses, and at every extension center.

Language and Communication

This general education requirement can include any 200-level course.

ENGL 191 Honors English I

A close reading of selected literary texts that have interpreted human experience through a variety of world views. Includes field trips to museums and other cultural events. Development of skills in the writing of expository prose including the research paper. May replace general education requirement ENGL 111 or ENGL 112. 3 sem. hrs. 3 crs.

ENGL 192 Honors English II

Further readings of masterpieces of Western culture from the Renaissance to the present. Includes field trips to museums, concerts, plays and lectures. A research paper is also required. May replace general education requirement ENGL 111 or ENGL 112. 3 sem. hrs. 3 crs.

ENGL 112 is a prerequisite for all English courses numbered 200 and above.

ENGL 200 Poetics: Introduction to Literary Texts

An analysis of literary texts. Students examine the use of words, images, metaphors and symbols to create the structures basic to the verbal imagination. English majors should take this course as early as possible. 3 sem. hrs. 3 crs.

ENGL 202: Business Writing

This course focuses on professional writing, including preparation of memos, reports, letters, proposals, and other documents. It emphasizes the use of appropriate language, accurate reporting of information, and correct use of page formatting. 3 sem. hrs. 3 crs.

ENGL 205 Survey of English Literature I

A survey of the traditions in structure and content that shaped English literature from the Old English period through Milton. 3 sem. hrs. 3 crs.

ENGL 206 Survey of English Literature II

A survey of the traditions in structure and content that shaped English literature from the Restoration through the 1950s. 3 sem. hrs. 3 crs.

ENGL 212 Science Fiction

This course offers a thematic analysis of science fiction as a vehicle for the critical analysis of society: life in different types of societies and the impact of technology. This course also includes an exploration of the nature of humanity, especially in encounters with differences in culture. Works studied will range from the early twentieth century to the current day, and include authors such as Le Guin, Asimov, Stephenson, and Forster. *Prerequisite:* ENGL 112. 3 crs.

ENGL 217 Introduction to Creative Writing: Prose

Students define the nature and range of creative writing in fiction and poetry, and explore the particular writing forms by examining the texts of established writers. Workshop format. 3 sem. hrs. 3 crs.

ENGL 218 Creative Writing: Poetry

Students define the nature and range of creative writing in poetry and explore the particular writing forms by examining the works of established poets. Workshop format. 3 sem. hrs. 3 crs.

ENGL 220 The Short Story^(ce)

An introduction to the historical and structural development of the short story, as well as to the major practitioners of the craft. Students should acquire a critical lexicon so that they can examine, evaluate, and appreciate the art of the short story. 3 sem. hrs. 3 crs.

ENGL 225 Classical Literature

A study of epic, lyric, and satiric works of Greek and Roman writers selected for their pervasive influence and present vitality. 3 sem. hrs. 3 crs.

ENGL 230 The Bible as Literature

An examination of the major themes, characters, and genres of the Old and New testaments. Students read the Bible as a work of literature and gain awareness of it as a source of inspiration for literature and all of the other arts. 3 sem. hrs. 3 crs.

ENGL 234 Literature by Women

An exploration of traditions in writing by women; of the relationships between writing by women and the male tradition. At the discretion of the instructor, the course can be organized by genre, period, nationality, or theme. 3 sem. hrs. 3 crs.

ENGL 235 Biography and Autobiography

An examination of selected autobiographies by twentieth-century authors. Issues such as the factual and/or fictional aspects of autobiographies, the relationship between an author's autobiography and his/her literary works, and the relationship between an author's autobiography and his/her society will be discussed. 3 sem. hrs. 3 crs.

ENGL 239 (HIST 239) American Studies

An interdisciplinary approach to American character and culture, treating such themes as the frontier tradition; the American hero; the impact of popular culture; the significance of race, ethnicity, and gender; and national values and ideals. 3 sem. hrs. 3 crs.

ENGL 240 From Literature to Film

This course is an investigation of the history, process, and challenges of translating works of literature (plays, stories, novels, poems) to the medium of film. Attention is directed toward social, psychological, philosophical and technical (aesthetic) aspects of literary texts and then to their screen adaptations. Readings for purposes of in-class discussions, for research papers,

and for oral in class presentations include a required textbook, original literary texts, reviews, and scholarly articles. Representative films will be screened in full and in excerpt form during class meetings. 3 sem. hrs. 3 crs.

ENGL 242 Literature and Psychology

This course is an interdisciplinary course that examines novels, plays, biographies, short stories, and poems through the lens of psychology. The theories of Freud, Jung, Erikson, et al. will be referenced in the discussion of such literary themes as: identity, perception, love, forgiveness, memory, and relationships. 3 sem. hrs. 3 crs.

ENGL 243 Shakespeare in Music and Drama

This is an interdisciplinary course that explores how selected plays of Shakespeare have inspired a stylistically rich variety of musical treatments. Beginning with an overview of how musical interpolations figured in Elizabethan productions, the course proceeds to an in-depth study of musical works immortalizing Shakespeare, from the early nineteenth century to the present. No technical knowledge of music is required. 3 sem hrs. 3 crs.

ENGL 257 Latin American Literature

This is an introductory survey course that introduces students to the work of some of the major writers from different countries of Latin America. In this course students will learn about critical issues that are part of the Latin American experience, and explore how different writers have explored these issues via different literary techniques, at different times in Latin American history, and in different Latin American countries. 3 sem. hrs. 3 crs.

ENGL 259 (SPCM 259) Oral Performance of Literature

Principles of and practice in the oral presentation of prose, poetry, and drama with a focus on understanding and control of voice production and diction. 3 sem. hrs. 3 crs.

ENGL 263 (HIST 263) The Black Atlantic World: Literature/History

A study of the historical background of the Third World, the rise of nationalist movements, and the issues that these nations face today. The course follows an interdisciplinary approach that includes the study of Third-World literature. 3 sem. hrs. 3 crs.

ENGL 265 (SPCM 265) Introduction to Playwriting

This course will offer a step-by-step practical guide for the budding playwright from idea or scenario through to a finished one-act play. We will focus on developing full characters within articulate environments and illustrating concepts through dramatic situations. 3 sem. hrs. 3 crs

ENGL 266 (COMM 266) Writing for the Web

This course prepares students to develop, manage and evaluate meaningful and functional text for organizational websites and intranets. The unique character and physical nature of website usage will be covered, the development of Web-friendly text will be practiced, formatting and layout as a function of Web communication will be included, and the use of Web copy as a marketing tool and human resource function will be discussed. Prerequisites: CISC/MATH 120. 3 sem. hrs. 3 crs.

ENGL 267 Caribbean Literature

This course surveys authors from the English, French, Dutch, and Spanish-speaking islands of the Caribbean. Some issues that will be explored are the writer's choice of language (the language of the colonizer versus nation language); the rising voice of Caribbean women carving out distinctive space for themselves; the significance and spiritual force of carnival; Negritude; and the writer in exile. Authors to be studied include Caryl Phillips and Gabriel G. Marquez. 3 sem. hrs. 3 crs.

ENGL 268 The Harlem Renaissance

The Harlem Renaissance, 1919–1931, was one of the most exciting periods in American literary and cultural history. Although many Black intellectuals of that period saw art as a means to eliminate racial prejudice, there was a growing controversy about the efficacy of the period.

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This course assesses the pros and cons of this issue through examination of the fictional and critical texts of writers such as Langston Hughes, Zora Neale Hurston, and Henry Louis Gates. 3 sem. hrs. 3 crs.

ENGL 270 British Novel: 1750 to 1900

This course traces the development of the novel form in English from its varied prose origins, and examines representative authors, such as Defoe, Fielding, Richardson, and Hardy, selected for their contribution to the history of the novel. The role of the individual and of society, and of men and women are subjects considered throughout the semester. 3 sem. hrs. 3 crs.

ENGL 271 Modern British Novel: 1900 to Present

A study of Anglo-Irish novels written between the end of the nineteenth century and the present, and the ways in which works from this period break with the past through changing concepts of time and reality. Symbolism and stream-of-consciousness, the role of the absurd, and the women's movement are some of the developments in form and content analyzed in the works of this era. Students will also explore different critical strategies for approaching texts. 3 sem. hrs. 3 crs.

ENGL 275 Modern American Fiction

This course defines American literature in the context of a multicultural society. It introduces the student to the major figures in the growth and development of American fiction after 1920, including Hemingway, Faulkner, Ellison and Morrison. 3 sem. hrs. 3 crs.

ENGL 280 History of Drama

An overview of drama from its classical origins in Ancient Greece through the birth of modern drama in the latter part of the nineteenth century. 3 sem. hrs. 3 crs.

ENGL 281 Modern Drama

An introduction to the major playwrights of the twentieth century beginning with Ibsen and Strindberg to the present including such writers as August Wilson, Athol Fugard, Wole Soyinka, David Henry Wang, and Wendy Wasserstein, among others. 3 sem. hrs. 3 crs.

ENGL 285 Modern Poetry

The objectives of this course are to acquaint the student with the works of the major modern poets and to work toward an understanding of what is meant by "modern" when applied to poetry. Poets include Yeats, Pound, Eliot, Stevens, and Williams. 3 sem. hrs. 3 crs.

ENGL 295 Topics in Literature

Offered in response to particular interests of students and faculty. Intensive study of a major work, single author, genre, mode, theme, critical method, or literary period. Recent course descriptions have included African-American Women Writers, The Quest, Reclaiming the Other, Morrison and Walker, and the Romance. 3 sem. hrs. 3 crs.

ENGL 316 Shakespeare's Tragedies

A study of Shakespeare's major or representative tragedies such as Hamlet, Othello, King Lear, and Macbeth. The course will involve close textual readings of selected plays as well as viewings of film presentations of them. If possible, the class will attend a dramatic performance. The tragedies will be examined in the context of Shakespeare's time and culture and the theatrical conventions particular to that time and culture. *Prerequisite:* ENGL 112. Credits: 3.

ENGL 317 Hemingway

This course follows Ernest Hemingway, through his writings, from his early days in Paris knocking on Gertrude Stein's door to his final moments in Ketchum, Idaho. Readings will include some of his major novels, short stories, and non-fiction. Additionally, the course will consider the interrelated effects of Hemingway's self-engineered celebrity status — as the rugged bearded world traveler — which coincided precisely with the rise of modern media technology, and exceeded his literary fame even within his lifetime. 3 crs. *Prerequisites:* ENGL 112.

ENGL 300 Medieval Literature

A study of genres important to the Middle Ages such as lais, fabliaux, bestiaries, dream vision poetry and Arthurian romance. Continental and English sources, and the influences which shaped these forms, are examined. 3 sem. hrs. 3 crs.

ENGL 301 Utopian Literature

This course is a study of literary utopias and dystopias from ancient times through the twentieth century. This course will examine imaginative descriptions of both ideal and nightmare societies and what makes them so. The course will explore various issues such as the function of groups and institutions, the role of technology, the place of art and culture, questions of ethics, and what happens to individuals in these societies. Some of the works that will be included are those by Sir Thomas More, Jonathan Swift, Ray Bradbury, and Eugene Ionesco. 3 sem. hrs. 3 crs.

ENGL 302 The Romance

Romance is a literary form that assumes that the world we perceive with our senses is not the only reality. Romances are heroic, exotic, mysterious, and dreamlike, creating an atmosphere of myth that depends on idealization. Romance has been defined as "authentic tidings of invisible things." In the light of this definition, this course will examine romance as a literary mode appearing in a variety of genres and will include the works of Marie de France, Cretien de Troyes, Malory, Hawthorne, and Allende. 3 sem. hrs. 3 crs.

ENGL 305 Chaucer

An examination of Chaucer's narrative art and poetic technique. Students explore the literary, cultural, linguistic, and rhetorical background to establish the context of Chaucer's work. 3 sem. hrs. 3 crs.

ENGL 310 Renaissance Poetry and Prose

This course presents the achievements of sixteenth-century British literature with an understanding of its admixture of Medieval and High Renaissance elements. It enables students to understand the historical, religious, and sociological backgrounds of the period. (Previously titled: The Sixteenth Century.) 3 sem. hrs. 3 crs.

ENGL 315 Shakespeare

A critical reading of selected works. Students gain familiarity with the syntax and lexicon of Shakespeare's language, and develop a basic understanding of the cultural and intellectual background in which Shakespeare lived and out of which he practiced his art. 3 sem. hrs. 3 crs.

ENGL 320 Milton

An intensive study of *Paradise Lost*. Attention is given to the political, religious and intellectual influences of the period that bear upon the work. 3 sem. hrs. 3 crs.

ENGL 325 The Seventeenth Century: Poetry and Prose

A study of representative English literature written between 1600 and 1660. Students become familiar with the major literary modes of the period, and consider this literature in relation to the religious, political, social, and economic context of its time. Readings from Donne, Jonson, Marvell, Herbert, Locke, among others. 3 sem. hrs. 3 crs.

ENGL 330 The Eighteenth Century

Students analyze representative works of prose, poetry and drama written by authors of the period. They identify the neoclassical tenets of decorum, clarity, reason, and elegance by attention to the distinctive literary and poetic forms of the age. 3 sem. hrs. 3 crs.

ENGL 335 The Major English Romantics

A study of the achievements of the major Romantic poets and their contributions to literature and to the history of ideas. Students acquire an understanding of the period in England between 1798 and 1830 (approximately), particularly in terms of its aesthetic concerns. Attention is focused on how these concerns were shaped by the sociopolitical milieu. 3 sem. hrs. 3 crs.

ENGL 340 The Major Victorians

An examination of the major writers of poetry and prose in England during the nineteenth century. Students read poems and essays in terms of their style, their role in the history of English literature, and the ways in which they reflect the distinctive historical issues of the period. 3 sem. hrs. 3 crs.

ENGL 352 Contemporary African Literature

This is an introductory, survey course that introduces students to major post-colonial writers from Modern Africa, including those north of the Sahara. Using multiple genres of works both in English and in English translation, this course examines a number of contemporary issues relevant to Africa. 3 sem. hrs. 3 crs.

ENGL 353 African-American Literature

African-American Literature is a survey of twentieth-century artists starting with those from the Harlem Renaissance and continuing through the millennium. Focus is on the literature but may also include other art forms. 3 sem. hrs. 3 crs.

ENGL 357 Contemporary Nobel Laureates in Literature:

Contemporary Nobel Laureates introduces students to recent winners of the Nobel Prize for Literature who fall outside of the British/ Western literary tradition. The course will use a cross section of literary forms although the core will revolve around three novels: Naguib Mahfouz' *Palace Walk*, Toni Morrison's *Song of Solomon* and Gabriel Garcia Marquez' *One Hundred Years of Solitude*. 3 sem. hrs. 3 crs.

ENGL 360 American Colonial Writings

The earliest literary efforts on American soil, including diaries, poetry, autobiography and prose. This course studies the writings of Christopher Columbus, William Bradford, Ann Bradstreet, Mary Rowlandson, Sarah Kemble Knight, Benjamin Franklin, John and Abigail Adams, and others. 3 sem. hrs. 3 crs.

ENGL 365 American Romanticism

A study of the prominent works of nineteenth century American literature to see the shape of the European Romantic movement as it crosses the Atlantic and enters American culture. Students may discuss: the Puritan roots of the Transcendental movement; the Radical movement in America; the state of religion in antebellum America; the impact of growing industrialization on American society; the artist's reaction to the nervousness and dislocation of the period. Texts include works by Poe, Emerson, Thoreau, Hawthorne, Melville, Whitman, and Dickinson. 3 sem. hrs. 3 crs.

ENGL 370 American Realism

A review of transcendentalism to prepare for contrasting with post-Civil War realism. Readings in Twain, James, Howells will be followed by a consideration of the impact of literary naturalism on the writings of Crane, Dreiser, Wharton. Newly reconsidered narratives are also examined, including those of Chopin, Jewett, Freeman, and American slaves. 3 sem. hrs. 3 crs.

ENGL 380–381 Cooperative Education in English, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in English include corporations, non-profit organizations, magazines, radio and TV stations. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 sem. hrs. 3 crs.

ENGL 385 Masterpieces of European Literature

This course examines a selection of representative works by European masters in translation. The specific content may vary with each instructor; the range from which works are selected spans the Middle Ages to the Post-Modern Era. 3 sem. hrs. 3 crs.

ENGL 397 Independent Study in Literature

A self-directed course to pursue some literary interest not included in existing English courses. Initiated, designed, and carried out by the student with the approval and guidance of a faculty member. 3 crs.

ENGL 400 Seminar in Literary Research and Writing

This course introduces students to the various schools of literary criticism, thereby enabling them to develop and refine their own critical approaches to literary texts. This course serves as a capstone course to be taken toward the end of the English major. 3 sem. hrs. 3 crs.

ENGL 402 Applied English Grammar

A comprehensive study of the way groups of words function to make meaning in the sentence. Emphasis is placed on learning grammatical constructions and sentence combining as strategies for clear and effective writing. Recommended for students in the dual English/Education master's program. 3 sem. hrs. 3 crs.

ENGL 404 the Structure and Form of English

This course familiarizes students with the general concepts of descriptive linguistics, especially as applied to contemporary English. Students learn how linguistics aids in understanding and interpreting works of literature, and are introduced to varieties of English based on geography, ethnicity, and sex. Recommended for students in the dual degree English/Education master's program. 3 sem. hrs. 3 crs

ENTREPRENEURSHIP**ENTR 300: Introduction to Entrepreneurship:**

This course is the foundation course in the Entrepreneurship specialization. It presents a progressive model of Entrepreneurship which emphasizes the need for entrepreneurs to test the viability of their innovative ideas prior to writing a formal business plan. Given today's highly complex and dynamic global environment where resource scarcity is placing added time pressures on industries, markets and individuals, entrepreneurs are being asked to provide evidence of their product's, services, and or technology's ability to add value without requiring their investors to wade through formal, and often lengthy business plans.

Prerequisites: MGMT 225; MKTG 220; ENGL 112; SPCM 110. 3 sem. hrs. 3 crs.

ENTR 310: Entrepreneurial Marketing

This course introduces the students to alternative approaches to marketing targeted at those who are interested in starting small companies. This course is interdisciplinary and covers topics ranging from strategic marketing to finance, operations, and leadership. The approach is built around seven core elements: obsession with opportunity, innovation, calculated risk-taking, resource leveraging, strategic balance, customer intimacy, and the leadership of creating industry change. A number of hands-on cases will be used to assess real world problems at the marketing-entrepreneurship interface. Students will also work in teams to create marketing inventions for existing businesses, conduct research outside of the class environment, and will deliver presentations as consulting teams. *Prerequisites:* MKTG 220 ;ENTR 300; ECON 210. 3 sem. hrs. 3 crs

ENTR 320: Entrepreneurial Finance

This course explores finance from the perspective of an entrepreneur seeking financing for a start-up operation. Major topics include: financial projections for start-ups, assessing the funds required for a new venture, understanding various financing sources, and locating and negotiating debt and equity financing. Also covered is financial analysis and cash management for entrepreneurial ventures. *Prerequisites:* FINC 235; ENTR 300. 3 sem. hrs. 3 crs.

ENTR 400: New Ventures I

This course focuses on the identification and evaluation of a new business venture opportunity. The aim of the course is to recognize a potential new product or service with an objective of how to create a new business enterprise surrounding that product/service to realize the

value of the opportunity. Students will explore ways to evaluate the viability of opportunities by identifying market and competitive factors, and the targeted customer base, along with the creation of a business plan for approval. Students will gain a better understanding of an entrepreneurial environment, team building, and business development. *Prerequisite:* ENTR 320; 3 sem. hrs. 3 crs.

ENTR 410 - New Ventures II

This course builds upon the experience in New Ventures I and provides students with a culminating experience. Students will focus on management structures and challenges of a start-up operation, and the issues of people, resource, and customer relationship management. The course continues to build upon and develop an understanding of Entrepreneurship, management theory and key financial indicators through the sale of a product/service and realization of business plan objectives. Student teams will present their financial results to a panel of experts. *Prerequisite:* ENTR 400; Students must complete this course the term after completion of ENTR 400 and must remain in same campus cohort. 3 sem. hrs. 3 crs.

EXERCISE SCIENCE

EXSC 105 Introduction to Athletic Training

This introductory course covers the educational and professional requirements necessary to become a Certified Athletic Trainer, as well as the professional responsibilities once certified. Topics of discussion will include current topics, the history and structure of the National Athletic Trainers Association (NATA), requirements to sit for the Board of Certification examination, and the role of the athletic training professional in the sports medicine setting. The course also includes the use of basic therapeutic modalities and the practice of basic athletic taping and wrapping techniques. 3 hrs. lect. 3 crs.

EXSC 110 Foundations of Exercise Science and Health

This is an introductory course to the systems and mechanisms regarding the human body's response to exercise. A spectrum of careers will be addressed. Proper utilization of exercise science principles in relation to exercise and fitness will be discussed. 3 hrs. lect. 3 crs.

EXSC 209 Emergency Care and Personal Safety

This course will provide students with essential life-saving skills necessary to act as first responders in emergency situations. First responders evaluate and treat patients, acting as transitional care givers until more advanced medical help arrives. In addition, this course will address psychological and ethical issues related to emergency medical care. Successful completion of this course will lead to CPR/AED and First Aid certification by the American Red Cross. This course does not provide state licensure for ambulance personnel. 2 hrs. lect. 2 crs.

EXSC 230 Applied Motor Learning

This course introduces the theoretical constructs involved in motor skill acquisition and motor control with emphasis on clinical application. Aspects of developing effective training regimes will be emphasized. *Prerequisite:* EXSC 110. 3 hrs. lect. 3 crs.

EXSC 240 Sports Nutrition

This course focuses on the relationship between nutritional practices and physical performance with emphasis on appropriate diet and current use of ergogenic aids for athletic performance. Review of current literature, teaching resources and consumer publications, and nutritional recommendations for athletes throughout the life cycle will also be included. *Prerequisite:* BIOL 117 3 hrs. lect. 3 crs.

EXSC 250 Measurement and Evaluation in Exercise Science

This course is an introduction to measurement and evaluation in the health fitness and performance fields. Special emphasis is placed on choosing appropriate tests, calculation and interpretation of basic statistics, and practical application of measurement principles. Appropriate and professional presentation of research results is also incorporated into the course. *Prerequisites:* EXSC 110. 3 hrs. lect. 3 crs.

EXSC 360 Exercise Kinesiology

This course provides the student with a strong, functional understanding of anatomy. A comprehensive study of structure and function with regard to joints, muscles/tendons, ligaments and application of basic physics principles are covered. Material will include osteokinematics, arthokinematics, static and dynamic stability, and muscle activity to facilitate the learner's ability to analyze movement. *Prerequisites:* BIOL 130/131, PHYS 160 or PHYS 120, EXSC 230. 3 hrs. lect. 3 crs.

EXSC 370 Biomechanics

This course will examine the anatomical and mechanical concepts of human motion as they relate to performance. Description and assessment of human movement will be addressed. Special emphasis will be placed on applying the mechanical principles of human motion to sports performance and fitness activities. *Prerequisites:* EXSC 360. 3 hrs. lect. 3 crs.

EXSC 383 Concepts of Personal Training

This course will prepare students for employment within the performance and personal training job markets. Appropriate program design and progression principles, as well as certification and marketing will be emphasized. The course will further develop the student's ability to instruct and guide people through fitness programs appropriately. This course will prepare the student for personal training national certifications offered by the NSCA, ACSM, and NASM. *Prerequisites:* EXSC 360. 3 hrs. lect. 3 crs.

EXSC 385 Strength and Conditioning

This course will emphasize applying knowledge of anatomy and physiology to the design of and application to appropriate strength and conditioning programs. Emphasis will be placed on assessment, needs analyses, and designing weight training programs to enhance performance variables. The course will further your knowledge of exercise technique and the ability to instruct others appropriately. Upon completion of this course students will be prepared to sit for the NSCA CSCS certification. *Prerequisites:* EXSC 360. 3 hrs. lect. 3 crs.

EXSC 397 Independent Study in Exercise Science

Individual readings and research in areas of Exercise Science. Registration with permission of the instructor and the department chair. 1-3 crs.

EXSC 460 Exercise Physiology^(ce)

An in-depth study of the human body's physiological response to the stress of exercise. Emphasis is on acute changes to the respiratory, cardiovascular, and muscular systems as well as long-term training adaptations to these systems and the underlying mechanisms. Laboratory work will introduce current assessments of strength, flexibility, and cardiopulmonary function. *Prerequisites:* EXSC 360. 3 hrs. lect. 3 hrs. lab. 4 crs.

EXSC 490 Exercise Testing and Prescription

This capstone course of the Exercise Science Program utilizes all knowledge gained in relevant previous coursework. Emphasis will be placed on functional tests most appropriate for exercise administration to accommodate the client's needs ranging from exercise, to fitness, to high-level competitive athletics. *Prerequisites:* EXSC 460; EXSC 230. 3 hrs. lect. 3 hrs. lab. 4 crs.

EXSC 492 Exercise Prescription for Special Populations

This course is designed to acquaint students with the principles of exercise testing and prescription for special populations (i.e. diabetes, cancer). The effects of exercise on the process of aging will also be examined. Selection and organization of activities for a range of ages and fitness levels are covered. Current research in the areas of exercise physiology and medicine will serve as the basis for development of safe and effective exercise programs for these populations. *Prerequisites:* EXSC 460. 3 hrs. lect. 3 crs.

EXSC 495–497 Exercise Science Internship

This course is designed to give students the opportunity to acquire practical knowledge, under a qualified supervisor, in a selected work setting within the field of exercise science. This is a culminating educational field experience in which students apply content from coursework under careful observation and in cooperation with a skilled practitioner. (Three credits requires 150 hours, six credits requires 300 hours.) *Prerequisites:* EXSC 490 and/or approval from program head. 3–6 hrs. lect. 3–6 crs.

FINANCE

FINC 235 Financial Management

A study of the major issues comprising financial management from the perspective of the business decision maker. Topics to be covered include: financial statement analysis; funds flow concepts; tax and other organizational considerations in forming business; current and long term asset management; types of instruments of corporate finance; capital markets and their regulation. An overview of international finance and global ethics in financial decisions will complete the course. Spreadsheets will be utilized in problem solving. *Prerequisites:* ACCT 120; MATH/CISC 120. 3 sem. hrs. 3 crs.

FINC 300 Budget Analysis and Preparation

Designed for CHSC majors only, this course examines the relationship between an organization's resources and its mission. Topics include capital and operating budget concepts, government versus private-sector budget processes, and developing and analyzing budgets so as to produce spending plans that are compatible with the organization's philosophy, goals and financial state. *Prerequisite:* ECON 115, MATH 116. 3 sem. hrs. 3 crs.

FINC 330 Corporate Finance

A survey of the financial structure of the firm, its demand for funds to finance the acquisition of assets and the sources available to satisfy this demand. The course focuses on how companies invest in real assets, how they raise the funds to pay for these investments, and how these assets ultimately affect the value of the firm. Analysis of the firm's capital structure and alternative short- and long-term financing sources and techniques will be covered. Major attention will be given to applications of time value, bond and stock valuation, working capital and cash flow management, capital budgeting project analysis, risk and return in investment decisions, and the dividend decisions of a corporation. It is a web-enhanced course emphasizing the study of the major areas of corporate finance from the perspective of the chief financial officer. *Prerequisites:* ACCT 120, CISC/MATH 120, FINC 235. 3 sem. hrs. 3 crs.

FINC 340 Information Sources and Systems

This course provides a working knowledge of information sources and systems and the Internet. Systems include financial accounting and database systems used by organizations. The course emphasizes the process of evaluating and integrating information from different sources from the purpose of effecting organizational change. 3 sem. hrs. 3 crs.

FINC 345 Financial Statement Analysis

Practical application of the techniques of financial statement analysis; analytical methods used for various disclosures; interpretation and understanding of characteristics of financial statements; industry reporting standards; contemporary reporting and analysis problems; examination of actual published statements. *Prerequisites:* ACCT 120, ACCT 121; FINC 235; MATH 116. 3 sem. hrs. 3 crs.

FINC 380–381 Cooperative Education in Finance I and II

Places students in beginning-level and advanced-level salaried positions, related to the academic program in finance, which offer opportunities to improve technical, interpersonal and professional development skills. Develops an understanding of the relationships between the theoretical and practical aspects of finance. Increases levels of maturity, self-confidence, and independence, and explores and evaluates career options. Students must complete both FINC 380 and FINC 381. Open elective credit only. Department of Business chair approval required. 3 sem. hrs. 3 crs.

FINC 399 (INBU 399, MGMT 399, MKTG 399, SPMG 399) Internship in Business

Students majoring in business are given an opportunity to supplement classroom learning with on-the-job experience. The school assists students in finding appropriate compensated opportunities and insuring that the actual work is a meaningful supplement to the classroom experience. Prerequisites: Completion of 60 credits, a minimum GPA in the major of 3.0 and the approval of the chair of undergraduate business. May not be used as a major-level business course. Open elective credit only. 3 crs.

FINC 450 Applied Research Analysis in Finance

Advanced Finance course, which intensively surveys financial techniques and decisions pertinent to the attainment of corporate financial policy objectives. Topics included are current and capital asset management, risk analysis, financing techniques, and dividend policy decision. The course will make extensive use of the case study method, decision simulation, and computerized analytical tools. Course should be taken in senior year. Prerequisites: ENGL 112; ECON 125; FINC 235; FINC 345; FINC 442; FINC 447, 449. 3 sem. hrs. 3 crs.

FINC 442 Investment Management

The investment of funds by individuals, institutions, and investment bankers. Subjects covered include the analysis of types of investments, the mechanics of investing, and forecasting of market trends. Prerequisites: ACCT 120, ACCT 121 and FINC 320 or FINC 235. 3 sem. hrs. 3 crs.

FINC 449 Problems in Financial Management

Advanced Finance course, which intensively surveys financial techniques and decisions pertinent to the attainment of corporate financial policy objectives. Topics included are current and capital asset management, risk analysis, financing techniques, and dividend policy decision. The course will make extensive use of the case study method, decision simulation, and computerized analytical tools. Prerequisites: ENGL 112; ECON 125; CISC/MATH 120; research and thesis draft, revising and editing the thesis as suggested by their committee members. Students will also meet periodically with their advisor, committee members and other College Scholars, where appropriate, to share their findings and make proposals to strengthen each other's work. Open only to students selected as College Scholars. 3 sem. hrs. 3 crs.

FRENCH**APPLIED LINGUISTICS****FREN 115 French for Communication**

A beginning French course designed to help develop listening and speaking skills in the French language. The course will help students deal with real everyday situations (identifying needs, shopping, seeking medical assistance, gathering information, etc.). The aim of the course is to enable students to understand basic spoken French within the limits of the topics presented in the course, including (but not limited to) business, travel, and social interaction. This course is not open to students who have studied French in high school for more than two semesters or to students who have native or near-native fluency in French. 3 sem. hrs. 3 crs.

FREN 116 Communicating in French

This course is a continuation of French 115 and is designed to further the progress made by students who will continue to learn the basic elements of French structure and vocabulary necessary for an ability in this language. The main emphasis of the course is on speaking and understanding French as it is spoken today in France and in over thirty countries throughout the

world. Prerequisite: FREN 115 or the equivalent; two years of high school French; or approval of the Language program director. Please note that candidates for New York State Teacher Certification and Mercy College English Literature majors must take two courses (six credits) in a second language. These two courses must be in the same second language. 3 sem. hrs. 3 crs.

FREN 160 translation techniques

This course is designed for students who will be doing translations from French to English and from English to French. These translations can be both written and spoken. Translations can include business, commerce, health care, social work, legal, as well as literary topics. Prerequisites: FREN 116 or the equivalent. 3 sem. hrs. 3 crs.

FREN 265 Reading and Composition

Thorough review of essential points of grammar as well as an introduction to more idiomatic constructions leading to the mastery of the French language. Texts selected from short stories and literary writings will be utilized for a stylistic study of modern French. Prerequisite: FREN 116 or permission of instructor. 3 sem. hrs. 3 crs.

FREN 295 Special Topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language/9 topic. 3 sem. hrs. 3 crs.

LITERATURE (OFFERED IN FRENCH)

FREN 397 Independent Study in French

The life and works of an outstanding author. Guided readings and discussion of the works of the author chosen by the student after consultation with a mentor; presentation of the results of such study required. Prerequisites: FREN 116 and FREN 265 or permission of instructor. 3 crs.

HEALTH SCIENCES

HLSC 102 Introduction to Health Professions

This course is designed to expose students to the details regarding and scopes of practice of various health care professions as well practitioners' roles as part of the health care team. The historical and current U.S. health care system will be briefly discussed including policies, areas of reform, and reimbursement. Health care professions will be presented through discussion boards and lecture. Students' knowledge will be further augmented via case studies, classroom assignments and group presentations. This course will enhance the ability of students to make decisions regarding future areas of professional study and increase their understanding of health care as a whole. 3 sem. hrs. 3 crs.

HLSC 200 Issues in Personal Health

The purpose of this online course is to promote the health of the students at Mercy College. The learning modules in this course are: selection of health care providers, stress management, nutrition, advanced directives and physical fitness. The learning activities in this course include assessments, discussion questions, Internet activities, readings, and an annotated bibliography. A Health Promotion Paper summarizes the health promotion activities used during this course and future health promotion plans. Prerequisite: ENGL 111, CISC 120. 3 sem. hrs. 3 crs.

HLSC 205 Standard Safety Precautions for the Health Care Professional

This course presents an overview of universal/standard precautions recommended by the Center for Disease Control (CDC), reviews the Office of Safety and Health Administration's blood borne pathogen regulations, and covers prevention of transmission of various infectious diseases. Responding to emergency situations (fire, medical codes, chemical exposures, etc.) will be covered. 1 sem. hr. 1 cr.

HLSC 209 (EXSC 209) Emergency Care and Personal Safety

This course will provide students with essential life-saving skills necessary to act as first responders in emergency situations. First responders evaluate and treat patients, acting as

transitional care givers until more advanced medical help arrives. In addition, this course will address psychological and ethical issues related to emergency medical care. Successful completion of this course will lead to CPR/AED and First Aid certification by the American Red Cross. This course does not provide state licensure for ambulance personnel. 2 hrs. lect. 2 crs.

HLSC 210 Overview of Occupational Therapy Practice

The role of occupational therapy within an interdisciplinary team and within different age groups and practice settings is introduced through observational experiences, lectures, videotapes, small group discussions, and assignments. Students will observe pediatric, adolescent, adult, and geriatric rehabilitation programs. Through classroom discussions and readings, they will develop a personal definition of occupational therapy, be introduced to the current literature in the field, professional organizations, and some current issues facing the practice of occupational therapy. 1 sem. hr. 1 cr.

HLSC 215 Cultural Competence in Health Care

This course will explore the influence cultural beliefs, values, and practices have on perspectives of health and illness and the provision of health care. An overview of various models to develop cultural competence will be presented and approaches to providing culturally competent care will be practiced through a variety of case scenarios and classroom activities. The course will enhance students' abilities to understand, evaluate, and provide culturally sensitive and competent human services to members of diverse groups. 3 sem. hr. 3 cr.

HLSC 225 Introduction to Health Professions' Literature and Scientific Writing

This course will cover the basics of professional literature searches and scientific writing including where and how to access peer reviewed scientific journals as well as the basic structure of scientific research articles. At the completion of the course the student will be able to locate various types of scientific articles in academic and peer reviewed publications by using multiple databases and search engines, and will be able to summarize the articles found in these publications in preparation for a complete literature review and synthesis. Prerequisite: ENGL 111. Corequisite: ENGL 112. 1 sem. hr. 1 cr.

HLSC 271 (BHSC 271 or SOCL 271) Medical Sociology: Health Care in the Modern Society

This course aims to provide the student with an understanding of the ways in which American society promotes (or fails to promote) health as well as copes with illness. The course will examine the following topics: the interaction of social and cultural factors (such as gender, ethnicity, race, and social class) with health and illness; illness (disability) as a social issue; careers in health care; settings in which health care services are delivered; financing health care services; comparisons with the health care services of other countries; and uses and applications of computers/microcomputers in the health field. 3 sem. hrs. 3 crs.

HLSC 295 Topics in Health Sciences

An analysis of the current theory, research or clinical practice issues in the health sciences. Specific topics such as complementary and alternative medicine, group work, and HIV/AIDS, are announced each semester by the Division. 3 sem. hrs. 3 crs.

HLSC 302 Pathology for Rehabilitation

This course examines the basis and effects of pathological conditions on individuals across the lifespan. Typical physiology is discussed along with pathology as it relates to the individual's rehabilitation potential. Disorders of the following systems are investigated: genetic, cardiovascular, respiratory, endocrine, genitourinary, renal, gastrointestinal, hepatic, immune, metabolic, integumentary, hematological, lymphatic, visual, and musculoskeletal systems. Students will investigate the etiology, epidemiology, clinical presentation, and medical and surgical management of individuals with pathologies of these systems and demonstrate a general understanding of their impact on rehabilitation management. Completion of online learning modules in Blackboard are required as part of this course. Prerequisites: BIOL 161/161A or BIOL 130/130A and BIOL 131/131A. 3 sem. hrs. 3 crs.

HLSC 308 (BHSC 308 or SOCL 308) Health Care Management

This course is designed to provide the student with an understanding of the management process within the context of the health care organization. Topics include study of the environment of the organization, environmental scanning and strategic planning, goal setting, issues of health care financing and reimbursement, the management process, program review and evaluation. Particular emphasis will be placed on issues of organizational effectiveness in an environment of cost containment. 3 sem. hrs. 3 crs.

HLSC 314 Clinical Kinesiology and Applied Physics

This course is designed to study and analyze human movement and principles of physics in a person-environment context. Principles and theoretical concepts of physics will be presented as they relate and impact movement and function. It will emphasize an understanding of movement when it is integrated into real-life activity and applied to individual environments. Kinesiology of the upper and lower extremities and trunk will be examined, and will include clear explanations of both normal kinesiological function and pathokinesiology of the upper extremity and trunk. Principles of physics and how they relate to human movement will be emphasized throughout the semester. Hands-on experience will give the student a practical experience for better understanding one component integral to occupation-human movement. Completion of online learning modules in Blackboard are required as part of this course. Prerequisite or Corequisite: BIOL 303/303A 4 sem. hrs. 4 crs.

HLSC 344 Group Process for Health Professionals

The course focuses on the application group process theory to work within professional groups, as well as to therapeutic client groups. Theory, research and behavioral process basic to all groups are identified and their application in the professional use in health care small groups is observed, analyzed and synthesized. Emphasis is on role development, leadership skills, and promotion of decision-making and accountability as a member of professional groups and leader of therapeutic groups. Group process issues that affect health care delivery are explored. Health promotion with clients in small groups is a central goal. Prerequisites: ENGL 112, SPCM 110, and PSYN 101. 3 crs.

HLSC 366 (BHSC 366 or SOCL 366) Medical Ethics

An examination of ethical questions that arise in health care and in the relationship between health care professionals and those they serve, including: the rights of individuals to self determination and the obligations of health care professionals both to the individuals they serve and to society at large; life as a value and such issues as abortion, euthanasia, and suicide; the questions of mental health and mental illness and the rights of the mentally ill; eugenic programs and the possibilities of genetic engineering; the cost of health care and the delivery of health care as a social and political issue. (Previously numbered: BHSC / PSYN / SOCL 266) 3 sem. hrs. 3 crs.

HLSC 380–381 Cooperative Education in Health Science, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Health Science include hospitals, medical facilities, small and large physical/occupational therapy practices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 sem. hrs. 3 crs. per sem.

HLSC 400 Health Sciences Capstone

This course explores the concept of health promotion and serves as a synthesis experience for the major. Students choose a topic in health care, review relevant literature, interview community members, and develop, implement and evaluate a health promotion project. Achievement is determined through an annotated bibliography, class presentations and a written summary of the health promotion project. Prerequisite: HLSC 295 or BHSC / HLSC 366. 3 sem. hrs. 3 crs.

HLSC 402 Scientific Writing

Health Care Practitioners need to become informed consumers of the scientific literature, with the ability to process and synthesize scientific information. They must be able to recognize factual information and logical arguments and apply critical analysis to other forms of acquiring knowledge such as authority, rationalization and intuition. Additionally, they need to understand research methods and their evaluation and application. The course is designed as an introduction to critical thinking and to allow the student to be able to search, summarize, synthesize and process the scientific literature. The course should help students to think more critically about evaluating research studies, the arguments of others and to understand logical and persuasive arguments in science. Prerequisites: ENGL 111, ENGL 112, Corequisite: HLSC 225 or permission of the instructor. 2 sem. hrs. 2 crs.

HLSC 410 Applied Neuroscience for the Rehabilitation Professional

This course will focus on the application of neuroscience theory and clinical principles of nervous system function to behavioral outcomes in sensation, movement, perception and cognition as typically seen by rehabilitation professionals. Anatomy and function of the human nervous systems will be taught with emphasis placed on its role in development, movement and motor learning, the sensory system, cognition, perception and behavior for the purpose of understanding rehabilitation principles and intervention. Components of normal function and impairments of the peripheral and central nervous systems will be reviewed from the perspective of the rehabilitation specialist. Nervous system components including the spinal cord, brainstem, cerebrum and the auditory, visual and vestibular systems will be reviewed. Primary roles and functions, knowledge of the physical structures involved and the neural pathways that link systems will be reviewed. This course will review health conditions and impairments of these systems and the impact of impairments on activity limitations and participation restrictions and the rehabilitative process. Application of concepts and knowledge will be linked to clinical problems and case studies from a therapist's perspective through the study of the sensory systems, motor learning, neurobehavioral presentations and an introduction to neurological assessment. Case studies will be used both in class and in online discussions to facilitate the integration of neuroscience theory and clinical application of concepts. This course requires student participation and completion of assignments using the college's distance learning technology. Prerequisite: BIOL 303/303A. 4 sem. hrs. 4 crs.

HLSC 420 Introduction to Occupational Therapy

This course introduces students to many of the general topics related to the scope of occupational therapy practice that will be revisited throughout the occupational therapy program. Students learn the impact of historical events and disability models on the development and current practice of occupational therapy. Students begin to explore how patterns of occupation across the lifespan provide a foundation from which to understand health and well-being as well as the effect of impairments, activity limitations or participation restrictions on occupational engagement. The importance of professional values and ethics in the development of a therapeutic sense of self and sensitivity to multicultural issues are introduced. The purposes and types of occupational therapy documentation along with the Occupational Therapy Framework for Practice, the Guide to Occupational Therapy Practice, medical terminology, and the structure of occupational therapy professional organizations are also presented. Students are oriented to the philosophy, structure and process of the problem based learning instructional method, strategies for self-directed learning through small group discussions, online components, lectures and assignments. 3 sem. hrs. 3 crs.

HISTORY**HIST 101 European History to 1500**

An overview of European history from antiquity to 1500: the rise and fall of Greece and Rome; the Middle Ages; the Italian and Northern Renaissance; the beginning of the Reformation. Extensive map work is required. 3 sem. hrs. 3 crs.

HIST 102 European History Since 1500

An overview from the Reformation to the present: Luther, Calvin, the Counter Reformation; the Age of Discovery; absolutism and parliamentarianism; the Scientific Revolution and the Enlightenment; the French Revolution and the Napoleonic Era; the development of political and economic ideologies; World War I; the Russian Revolution; the emergence of Fascism and Totalitarianism; World War II and its aftermath. Extensive map work is required. 3 sem. hrs. 3 crs.

HIST 105 American History through 1877

A general survey from the Age of first contact through the end of Reconstruction, covering such major developments as the emergence and growth of the 13 colonies; the founding and organization of the nation state; changing political, social, and economic patterns; and the origins and impact of the Civil War. Extensive map work is required 3 sem. hrs. 3 crs.

HIST 106 American History Since 1877

A general survey from the end of Reconstruction to the recent past. Major themes will be the development of American domestic politics; the nation's emergence as a world power; changes in American society, economy, and culture; and the influence of past events on contemporary life. Extensive map work is required. 3 sem. hrs. 3 crs.

HIST 117 Introduction to Asian History

An overview of the main periods of Asian history: ancient, traditional, and modern; exploration of political, social, economic, and cultural developments; emphasis on China, India and Japan. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

HIST 118 Introduction to African History

This course examines the rise of African civilizations, outside influences on African societies, the period of European colonization, the independence movements, and some of the challenges facing the continent today. Pre or Corequisite: ENGL 110. 3 sem. hrs. 3 crs.

HIST 119 Introduction to Latin American History

An overview of Latin American history: the pre-Columbian past; European conquest and colonial rule; the independence movements; and subsequent internal and external challenges to nation building in the 19th and 20th centuries. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

HIST 195 Honors History

Selected historical occurrences are studied in terms of how they illuminate themes basic to an understanding of historical processes. Admission by permission of the director. May replace General Education History requirement. 3 sem. hrs. 3 crs.

HIST 203 History and Culture of Victorian England

The history and culture of Victorian England will be examined and discussed from the time of the accession of Queen Victoria in 1837 to the turn of the century. We will be interested in more than political history, and will expand our view to the cultural and social history of England over the course of the entire nineteenth century. Major historical events will be placed in the context of the broader developments of the people and the nation as we seek to understand the things that make the English who they are and how they have influenced American culture. *Prerequisite:* ENGL 110; 6) : ENGL 111. 3 sem. hrs. 3 crs.

HIST 239 (ENGL 239) American Studies I

An interdisciplinary approach to American character and culture, treating such themes as the frontier tradition; the American hero; the impact of popular culture; the significance of race, ethnicity, and gender; and national values and ideals. *Prerequisite:* ENGL 112. 3 sem. hrs. 3 crs.

HIST 263 (ENGL 263) the Black Atlantic: Literature/History

This course examines the historical background of the Third World, the rise of nationalist movements, and the issues that face these nations today. The course follows an interdisciplinary approach that includes the study of Third-World literature. *Prerequisite:* ENGL 112. 3 sem. hrs. 3 crs. (Previously titled: Third World Cultures)

HIST 295 Topics in History

This offering will vary from term to term, allowing for the coverage of new subject matter or the opportunity to make available an instructor's special knowledge. Prerequisite: ENGL 111 3 sem. hrs. 3 crs.

HIST 301 the World of Antiquity

An examination of the significance of the cultures and societies of ancient Greece and Rome. 3 sem. hrs. 3 crs.

HIST 304 Medieval Culture and Society

An examination of the elements that contributed to the formation of Western culture and society; the innovations and ideas of the "High Middle Ages"; and the interplay of popular culture and the critical spirit. 3 sem. hrs. 3 crs.

HIST 307 Early Modern Europe

The transition of economics, institutions, society and culture, c.1300–c.1500; the "new monarchies"; reform and revolt, c.1500–c.1650; social patterns and popular culture; the "Scientific Revolution." 3 sem. hrs. 3 crs.

HIST 308 Europe from the French Revolution to the Great War

The French Revolution and the Napoleonic Era; the rise of liberalism, Marxism, and other forms of socialism; Italian and German unification; imperialism; the background of the Great War. 3 sem. hrs. 3 crs.

HIST 309 Europe in Upheaval: 1914 to the Present

The causes, course and results of the two world wars; the Russian Revolution; Hitler and Mussolini, the Cold War; Europe's role in the contemporary world. 3 sem. hrs. 3 crs.

HIST 310 The History of Central Europe

The vast area lying between the German border on the west and the Russian border on the east and extending north to Poland and south to the Balkans, has a unique and rich history, which, for the most part, has been ignored by traditional Western historians. Rather than approaching Central Europe as a collection of nation-states, this course will consider broad historical themes and patterns of conflict, cohabitation, and cooperation. The meeting ground between East and West, Central Europe provides a context for understanding current issues and worldwide conflicts. 3 sem. hrs. 3 crs.

HIST 314 History of England

The history of England will be examined from the time of the first invasion of the Romans to the present day. We will be interested in politics, cultural and social history, and will place the major events of English history in the broader context of the development of the people as we see their progress over two thousand years. *Prerequisites:* ENGL 110 and ENGL 111. 3 sem. hrs. 3 crs.

HIST 320 Historiography and Historical Method^(c)

An introduction to historiography and historical method through guided readings in primary sources and secondary literature. This course is organized around topics that will give the student experience in the recognition, critique, and writing of historical narrative. Use of the computer in historical research will be stressed. This required course for History majors is to be taken senior year. *Prerequisite:* ENGL 111, 112, program approval and satisfactory completion of at least 12 major credits in history. 3 sem. hrs. 3 crs.

HIST 321 America in the Gilded Age and the Progressive Era: 1877–1920

This course is about the United States in the late nineteenth and early twentieth centuries. The first part of the course will cover the settling of the Great Plains; the burgeoning industrial revolution; and the emergence of big business, taking into account the many opportunities and abuses which resulted from these developments. The period was also characterized by a high degree of domestic turmoil as the military suppressed the Indians; racist and xenophobic

groups targeted minorities and immigrants; and workers and farmers fought for their causes. The second part of the course will focus on American expansionism, including the Spanish-American War, and on the reforms of the Progressive Era during the presidencies of Theodore Roosevelt, William Howard Taft and Woodrow Wilson. 3 sem. hrs. 3 crs.

HIST 324 History of the United States Since 1941

An intensive study of the recent past. The course considers such subjects as America and World War II; the development of the Cold War and the Vietnam involvement; the nature of the Eisenhower era, the Kennedy years, and the protest period of the 1960s, and the difficulties of the Nixon-Ford-Carter administrations of the 1970s; the Reagan era of the 1980s and the aftermath. 3 sem. hrs. 3 crs.

HIST 327 Modern Russia

The decline of Imperial Russia; the Russian Revolution; Leninism, Stalinism, World War II; the post-Stalin era; the breakup of the Soviet Union. 3 sem. hrs. 3 crs.

HIST 331 History of Ancient Egypt

This course is a one-semester survey of the history and culture of ancient Egyptian civilization. We will take an archaeological approach, looking at ruins as well as documents to see how the people lived, thought, worshiped, what they ate and wore, and how they behaved. We will look at the buildings and the art they left behind. We will also try to sift fact from fiction. One of our tasks will be the historiography of this culture, in that we will observe the ways in which later cultures viewed the achievements of the Egyptians. *Prerequisites:* ENGL 110 and ENGL 111. 3 sem. hrs. 3 crs.

HIST 332 China In History: From Antiquity to the Present

The history of China, including origins of its society and culture; the development of classical Chinese civilization during the age of feudalism; the development of China's "super-power" status during the age of bureaucratic empire; the setbacks and struggles during the interregnum of the Western onslaught; and China's reemergence as a superpower today. 3 sem. hrs. 3 crs.

HIST 333 Asia in Revolution

A study of the gigantic upheavals in society and culture that comprise Asia's ongoing response to the challenge of Western power. Highlighted will be Gandhian nonviolent resistance, Maoist guerilla warfare, Japanese militarism, and the subsequent economic counter-challenge of the Japanese-led Pacific rim. 3 sem. hrs. 3 crs.

HIST 336 Africa: Colonialism and Independence

The composition of colonial rule and systems of administration; the rise of nationalist movements and the emergence of independent nations; the new nations of Africa and current social, political, and environmental problems. 3 sem. hrs. 3 crs.

HIST 344 Slavery and the Civil War

The question of slavery; States' Rights; the coming of war; Lincoln's Presidency; the issues of Reconstruction and Republican policies. 3 sem. hrs. 3 crs.

HIST 351 African-American History

The African origins and life of black people in America and their relationships to white society, from colonial slavery to contemporary movements in the black community. 3 sem. hrs. 3 crs.

HIST 352 Latino American History

This course will examine the historical, social, political, economic and cultural experiences, as well as state of Latino Americans, the largest ethnic minority in the United States. The course will focus on the people who can trace their origins to Mexico, the Caribbean, and countries of Latin America. The main emphasis will be on the experiences of Mexican Americans, Puerto Ricans, and Cubans, the three largest United States Latino/Hispanic groups. In addition, attention will be given other Latino groups that have more recently arrived to United States, from other Spanish speaking Western Hemisphere nations. Extensive examination will focus

on the impact these groups are collectively having on society, both in the United States and their countries of origin. 3 sem. hrs. 3 crs.

HIST 354 Women Radicals and Reformers

The tradition of women radicals and reformers is long-standing. In the late eighteenth century, Abigail Adams in America and Mary Wollstonecraft in England argued for the rights of women, among other causes. In the nineteenth century, a remarkable cross section of women radicals emerged at the intersections of the campaigns for abolition, women's suffrage, Indian rights, and temperance. This course will explore the causes that motivated them and the historical experiences that molded them. It will also trace their historical legacy to twentieth century radicals and reformers, such as Emma Goldman, Eleanor Roosevelt and Angela Davis and consider their value as contemporary role models. 3 sem. hrs. 3 crs.

HIST 355 American Cultural and Intellectual History

This course examines life styles and values, attempting to discover both how common people coped with their everyday worlds and how intellectuals interpreted the American experience. Developments will be traced in social thought, religion, science, and cultural complexes such as Puritanism, Romanticism, Victorianism and Modernism. 3 sem. hrs. 3 crs.

HIST 357 Women Rulers and Heads of State

This history course will consider the experience of women rulers in history. In patriarchal societies their legitimacy was seldom without challenge, and each had to find an acceptable way to justify and retain a position of authority. By examining the role of prominent monarchs and elected heads of governments, the course will explore issues regarding the qualities of effective leadership, nationalism, and gender. Through assigned readings, research papers, and class discussions, students will also be encouraged to consider the validity of traditional patriarchal historiography, which tends to frame the experience of women rulers, as well as women in general, as outside the norm. 3 sem. hrs. 3 crs.

HIST 358 History of Women

A history of the roles played by women, the treatment accorded women, as those modes have changed in America. In some terms, women in other countries will also be studied. 3 sem. hrs. 3 crs.

HIST 365 (POLS 365) the American Presidency

A review of the office and its occupants covering the legal, constitutional and political development of the Executive Branch, as well as the contributions of several major presidents. 3 sem. hrs. 3 crs.

HIST 367 (POLS 367) American Foreign Policy

The development of the political, military, economic, and cultural relations of America with the rest of the world. How United States foreign policy is made. Traditional institutions and means of diplomacy and newer techniques. 3 sem. hrs. 3 crs

HIST 379 History of the Family in America

This course will study the evolution of the family in America from Colonial times to the present. It will be concerned with such aspects as child rearing, husband-wife relationships, and the family unit as a social, cultural, and economic institution. As part of the required work, each student will write the history of his or her own family. 3 sem. hrs. 3 crs.

HIST 380–381 Cooperative Education in History I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in History include federal, state and local government offices, museums and non-profit organizations. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

HIST 397 Independent Study in History

A course designed to take into account the individual student's historical and/or governmental interests. Offered under the direction of a faculty advisor. *Prerequisite:* ENGL 111. 3 crs.

HIST 399 Internship in History

The History and Government Programs are interested in making available learning experiences in non-classroom settings. Under the Intern Program, qualified juniors and seniors receive academic credit for work done in historical societies, archives, museums, and restorations. The programs assist students in finding appropriate opportunities and insuring that the actual work is a meaningful supplement to the undergraduate classroom experience. *Prerequisite:* ENGL 112.

- I. Standards: 60 college credits, a minimum overall GPA of 2.75, a minimum GPA in the student's major of 3.0, and at least six credits in History.
- II. Credit Options: A) Internships in the local area require a supervisory faculty member and usually will be worth three credits B) A maximum of six credits may be applied toward a History major; and a maximum of three credits toward a History minor. Additional credits may be applied toward the general requirements in Social Science, or may count as Liberal Arts and Sciences electives, or as Open Electives.
- III. Procedures: Interested students should contact the director of the History Program or the director of the History Intern Program. The application process requires a transcript, a letter of recommendation from a faculty member, the written consent of the student's advisor, and a departmental interview. The decision of the Programs on whether to allow a student to hold an internship may be appealed to the Office of the Associate Dean of Academic Administration on procedural issues, but not on the matter of the Program's judgment.

HIST 495 Senior Seminar in History

The Senior Seminar in History, a required course for History majors, is to be taken during the senior year. There are several aspects to this course: the comprehensive assessment of what has been learned in the major course of study, the writing of research papers under the supervision of a faculty mentor, and the discussion of research methods and results in a supportive collegial environment. (Previously numbered: HIST 395 Senior Seminar in History.) *Prerequisite:* ENGL 112; HIST 320. 3 sem. hrs. 3 crs

HUMANITIES

These interdisciplinary, thematic courses are for non-English majors as well as for majors and may be taken as electives or as a minor concentration. Although literature predominates, other media, such as films, recordings, paintings and music are introduced.

ENGL 111 is a prerequisite for all Humanities courses numbered 200 and above.

HUMN 101 American Culture I

Students will read and discuss fiction and non-fiction concerning American life and institutions. Open to non-native speakers of English only. 3 sem. hrs. 3 crs.

HUMN 102 American Culture II

The purpose of this course is to increase knowledge of American life and culture, through readings in modern American life, mores and social issues, to students who are non-native speakers of English. An understanding and knowledge of modern American culture will be based on the four competencies: writing, critical thinking, oral communication, and where possible, quantitative reasoning. *Prerequisite:* HUMN 101 unless placement into ESLA 151/ESLA 152 or ENLA 151/ENLA 152 level. Open only to non-native speakers of English. 3 sem. hrs. 3 crs.

HUMN 103 American Culture III

This course introduces students who are non-native speakers of English to everyday topics in modern American life through cross-cultural experience. Students will examine analytical readings of North American fiction. The purpose of the course is to develop active reading skills, and critical thinking skills. *Prerequisite:* HUMN 102 unless placement into ESLA 171 and ESLA 172. 3 sem. hrs. 3 crs.

HUMN 104 Critical Reading and Analytical techniques

The goal of this course is to raise the reading efficiency and analytical ability of each student to a level that enables him/her to deal effectively with the complex material he/she encounters as a college student. 3 sem. hrs. 3 crs.

HUMN 216 Women: Myth and Reality

Concepts, images, myths, archetypes, and stereotypes pertaining to women in fiction and in theory. What men have said about women in contrast to what women have said about themselves. 3 sem. hrs. 3 crs.

HUMN 226 Business, Values, and Modern America

The emergence of modern forms of business and the relationship of business to society. The socialization process one undergoes upon entering a modern business or corporation. Especially recommended for business students. 3 sem. hrs. 3 crs.

HUMN 295 Topics in Humanities

Offered in response to particular interests of students and faculty. Intensive study of a theme or topic, which lends itself to a humanistic, interdisciplinary approach. 3 sem. hrs. 3 crs.

HUMN 320 Interdisciplinary Humanities

In the context of the ethical model presented in the earlier ethics course, this course examines human values revealed by works of art, literature, history and philosophy as applied to career/life assessment and organizational mission. 3 sem. hrs. 3 crs.

ITALIAN**APPLIED LINGUISTICS****ITAL 115 Italian for Communication**

A beginning Italian course designed to help develop listening and speaking skills in the Italian language. The course will help students with real everyday situations (identifying needs, shopping, seeking medical assistance, gathering information, etc.). The aim of the course is to enable students to understand basic spoken Italian within the limits of the topics presented in the course, including (but not limited to) business, travel and social interaction. This course is not open to students who have studied Italian in high school for more than two semesters or to students who have native or near-native fluency in Italian. 3 sem. hrs. 3 crs.

ITAL 116 Communicating in Italian

This course is a continuation of Italian 115 and is designed to further the progress made by students in developing basic communication skills in Italian. Students will continue to learn the basic elements of Italian structure and vocabulary necessary for an ability to communicate in this language. A large emphasis of the course is on speaking and understanding Italian as it is spoken today in Italy and in other parts of the world. *Prerequisite:* ITAL 115 or the equivalent; two years of high school Italian; or approval of the Language program director. Please note that candidates for New York State Teacher Certification and Mercy College English Literature majors must take two courses (six credits) in a second language. These two courses must be in the same second language. 3 sem. hrs. 3 crs.

ITAL 160 Translation Techniques

English/Italian and Italian/English. This course is designed for people who will be doing literary and technical translation in both languages. *Prerequisites:* ITAL 116 or the equivalent. 3 sem. hrs. 3 crs. 3 sem. hrs. 3 crs.

ITAL 265 Reading and Composition

Thorough review of essential points of grammar as well as an introduction to more idiomatic constructions leading to the mastery of the Italian language. Texts selected from short stories and literary writings will be utilized for a stylistic study of modern Italian. *Prerequisites:* ITAL 116 or the equivalent. 3 sem. hrs. 3 crs.

ITAL 295 Special topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language /9 topic. 3 sem. hrs. 3 crs.

LITERATURE (Offered in Italian)

ITAL 397 Independent Study in Italian

The life and works of an outstanding author: guided readings and discussion of the works of the author chosen by the student after consultation with the seminar director; a presentation of the results of such study required. *Prerequisites:* ITAL 116 and ITAL 265 or permission of instructor. 3 crs.

JUNIOR SEMINAR

JRSM 301 Junior Seminar

The Junior Seminar is designed as a general education capstone course to be taken by all Mercy College students as a requirement for graduation. Its purpose is to insure that students have achieved an acceptable performance in the practical application of the skills taught in the basic courses. The topic for each section of this course will be indicated in advance, and students will bring the diversity of their interests and/or their area of concentration to the examination of the topic. The course will be conducted in an intensive seminar format; students will research various aspects of the selected topic and give multiple presentations in written and oral form. Students will register for the course after completing 60 credits and before attaining 91 credits. For students with a prior bachelors degree, a liberal arts elective may be substituted for JRSM 301. *Prerequisites:* ENGL 112; SPCM 110; MATH 115 or 116.

LAW

LAWS 120 Business Law I

Introduction to business law. The nature and sources of law, courts, and court procedure; criminal law and torts; contracts; and the law of sales are the topics explored. Prerequisite: ENGL 110 or placement at ENGL 111 level. 3 sem. hrs. 3 crs.

LAWS 130 Introduction to Legal Studies

This course evaluates the methods and processes of the judicial, administrative, and legislative branches of government; the role of the paralegal in the legal field; the present law concerned with the authorized and unauthorized practice of law; the ethical standards applicable to paralegals and attorneys and introduces the student to legal terminology. In addition, the student will learn the basic system and procedures used in the practice of law and in law offices. (Previously: PARA 130 Introduction to the Paralegal Profession) Pre or Corequisite: ENGL 110 or placement at ENGL III level. 3 sem. hrs. 3 crs.

LAWS 150 OSHA

The student will gain a working knowledge of General Industry codes, standards and requirements resulting from the Occupational Safety and Health Act (OSHA). Methods of record-keeping and initiating pre-OSHA compliance surveys and implementation of regulations will be covered critical evaluation based on theoretical information and field inspections will be discussed. 3 sem. hrs. 3 crs.

LAWS 210 Exploring the Courts of New York

This "Learning on Location" course will allow students to learn about and visit the New York State courts and the federal courts in New York State. Hypothetical fact patterns will be utilized to help

students identify the appropriate court and its jurisdiction. Students will identify and draft the necessary forms required for various actions in the court of original jurisdiction, in the intermediate appellate court, and in the highest appellate court. Students will observe court proceedings and present oral and written reflections on what they observed. 3 sem. hrs. 3 crs.

LAWS 203 Law of Evidence

The general nature of judicial (and administrative) proof; the common law of evidence; the statutory law of evidence; contemporary procedural evidentiary rules, criminal and civil. 3 sem. hrs. 3 crs.

LAWS 205 (SOCL 205) Aging and the Law

This course will introduce students to legal issues affecting older adults. Some of the topics to be covered are: Health Care Proxies, Living Wills, Medicare, Medicaid, Social Security Benefits, Elder Abuse, Conservatorships, Nursing Homes and Long Term Estate Planning. Prerequisite: PSYN 101, or SOCL 101 or the equivalent. 3 sem. hrs. 3 crs.

LAWS 220 The Art of Legal Reasoning

This course is an introduction to the techniques of legal reasoning. The student will learn how to read statutes and other written laws; the logic of legal precedence; and how to analyze judicial opinions. The techniques of identifying key facts, legal issues, holdings and rules of law will be explored. The student will also learn how to apply these legal rules to a client's case. 3 sem. hrs. 3 crs.

LAWS 234 (CRJU 234) Criminal Law

The objective of this course is to acquaint the student with the historical background of Criminal Law, jurisdiction, the mental elements necessary to commit crime, the major crimes and recent changes in the law brought about by court cases. Comparison will be made as to what the law is elsewhere and what the law is in the State of New York. 3 sem. hrs. 3 crs.

LAWS 235 (SPCM 235) Argumentation, Debate and the Court Room

The study and practice of the art of persuasive techniques used in the courtroom. The student will prepare a case for trial by researching the legal issues, gathering and analyzing evidence, examining witnesses and finally presenting the case for trial. Emphasis is on basic research skills, analytical thinking, preparation and presentation of oral arguments. Prerequisite: SPCM 110. 3 sem. hrs. 3 crs.

LAWS 250 (CRJU 250) Criminal Procedure

This course will acquaint the student with the criminal procedures that are followed in most states throughout the nation. The path of the criminal will be traced from arrest, to arraignment, to the grand jury, to trial, etc. The New York Criminal Procedure Law and court cases that have been defined, limited and interpreted criminal procedure will be discussed. 3 sem. hrs. 3 crs.

LAWS 255 (PSYN 255, SOCL 255, POLS 255) Managing Human Conflict I

This course introduces the student to the field of conflict analysis and resolution through the examination of theory and role-play. Major theories of conflict studies are considered and the student will explore whether these theories are useful in the resolution of conflict. The student will be introduced to the various forms of conflict resolution such as negotiation, mediation and arbitration. Prerequisite: SOCL 101 or PSYN 101. 3 sem. hrs. 3 crs.

LAWS 256 (PSYN 256, SOCL 256, POLS 256) Managing Human Conflict II

This course continues the study of the theories utilized in conflict resolution. The language of conflict management will be explored and the active listening skills of the student will be developed. The theory and application of negotiation will be studied and applied through role-play. Prerequisite: LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

LAWS 261 (MEDA 261) Free Speech, Media and the Law

A course that explores the shifting relationship between free expression and media technologies. From a philosophical and legal foundation, it immerses students into the technological, social and cultural issues surrounding the First Amendment, including privacy rights, pornography,

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copyright, and libel. The course challenges students by posing a critical question: Are there any forms of free speech that should be restricted? If so, which ones — and who decides? 3 sem. hrs. 3 crs.

LAWS 295 Contemporary Issues in Legal Studies

An analysis of current topics that arise such as: conflict resolution, technology and the law, health law, privacy rights and other topics. Specific topics to be covered will be announced by the program director. 3 sem. hrs. 3 crs.

LAWS 310 Introduction to the Law School Experience

This course is designed to bridge the gap between college and law school. The course will focus on how to approach the study of law including psychological tips for studying law. The course will begin with topics for LSAT preparation. Students will be introduced to time management skills, note taking in law school, and will continue their study of civil and criminal law: statutory law, briefing cases, and the courts and court systems. Students will be introduced to the Socratic method used in law school classes and will learn how to review, study, and practice taking law school type examinations. Students will also analyze and apply the law to various hypothetical fact patterns. 3 sem. hrs. 3 crs.

LAWS 340 Business Law II

Commercial paper, agency, corporate and partnership law; creditor-borrower relations; secured transactions; insurance; bankruptcy; and property law are some of the areas under study. Prerequisite: LAWS 120. 3 sem. hrs. 3 crs.

LAWS 345 (BHSC 345) Employment Law

This course will explore the legislation that impacts employer / employee relationships in our society. Emphasis will be placed on the regulatory environment applicable to employment law and will focus on understanding the principles of the most commonly litigated issues such as: discrimination, sexual harassment, whistle blowing/ employer retaliation and the impact of these lawsuits in the workplace. 3 sem. hrs. 3 crs.

LAWS 355 (PSYN 355, SOCL 355, POLS 355) Mediation Theory and Practice

This course examines the theory and practical application of mediation, integration of ethical and policy issues and application through role-play. The course will focus on the study of how the various applications of mediation theory affect the mediation process and the court's role in the development of mediation. Role-play is an important component of this course. Prerequisite: LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

LAWS 360 (POLS 360, PSYN 360, SOCL 360) Practicum in Conflict Resolution

This course assists students in bringing together the theoretical and practical skills developed in the program through case studies and field projects. Co/Prerequisites: LAWS/PSYN/SOCL/ POLS 256 or PSYN/SOCL/POLS 355. 3 sem. hrs. 3 crs.

LAWS 361 (POLS 361) Constitutional Law and Policy^(co)

An examination of major constitutional problems in the United States; analysis of Supreme Court decisions concerning federalism; separation of powers; individual rights. 3 sem. hrs. 3 crs.

LAWS 380–381 Cooperative Education in Laws, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experience directly related to their career goals. Possible placement sites for students in legal studies include dispute resolution centers, courts, law offices, corporations and government offices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 crs.

LAWS 401 Survey of Environmental Law

A survey of Federal and New York laws relating to environmental protection and hazardous waste materials which are of interest to the safety professional. 3 sem. hrs. 3 crs.

INTERNATIONAL BUSINESS

INBU 250 International Business

Global decision making requires a framework for understanding international trade, investment, and cross-cultural interactions. This course discusses managerial challenges arising from different cultural, socioeconomic and political settings, modes of entering foreign markets and the rise of the global corporation. *Prerequisites:* ENGL 110 or placement at ENGL 111; ECON 220. 3 sem. hrs. 3 crs.

INBU 375 International Marketing

The international dimensions of marketing. Topics include: the international environment of international marketing, international market research, product adaptation, pricing strategies, promotion, channels of distribution, and marketing organization. Focus is first on export marketing and then on multinomial marketing. *Prerequisites:* MKTG 220, INBU 250. 3 sem. hrs. 3 crs.

INBU 380–381 Cooperative Education in International Business, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in International Business include corporations and small businesses. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. Open Elective credit only.

INBU 399 (FINC 399, MGMT 399, MKTG 399, SPMG 399) Internship in Business

Students majoring in business are given an opportunity to supplement classroom learning with on-the-job experience. The School assists students in finding appropriate compensated opportunities and insuring that the actual work is a meaningful supplement to the classroom experience. *Prerequisites:* Completion of 60 credits, a minimum GPA in the major of 3.0 and the approval of the chair of undergraduate business. This course may not be counted as a major level business course. Open elective credit only. 3 crs.

INBU 444 International Management

The international dimensions of management. Topics include: the environment of international management, strategic planning, managing political risk, organizing international operations, decision-making, control, human resource management, communication and motivation. Gives special treatment to the problems of intercultural management. *Prerequisites:* MGMT 225, INBU 250. 3 sem. hrs. 3 crs.

INBU 447 International Finance

The international dimensions of finance. Topics include: the environment of international finance, foreign exchange markets, exchange rate determination, managing foreign exchange exposure, financing international trade, international cash management, multinational capital budgeting and long-term financing. *Prerequisite:* INBU 250. 3 sem. hrs. 3 crs.

INBU 450 Applied Research Analysis in International Business

A research project to examine problems faced by companies wanting to export or to manufacture in foreign countries. Integrates marketing, management, and finance functions. Focuses on real-world situations giving students experience at dealing with problems they are likely to encounter in their careers. *Prerequisites:* ENGL 112; INBU 375, INBU 444, INBU 447. 3 sem. hrs. 3 crs.

INTERNATIONAL RELATIONS AND DIPLOMACY

IRDP 110 World Cultures: Diversity, Politics, and Tolerance

This is an introductory course to the anthropology and political aspects of cultural and linguistic difference. A spectrum of issues concerning human origins and expansion, regional and linguistic differences, and tolerance and diversity are addressed. Use of anthropological and linguistic understanding in relation to international affairs and diplomacy are discussed. 3 sem. hrs. 3 crs.

IRDP 252 (SOCL 252) Globalization

This course is an introduction to the process of rapidly increasing globalization, its impact on the role of the state and the process of increasing inter-connectedness between societies — where events in one part of the world have increasing effects on people and societies far away. Advances in market integration, information technology, cultural diffusion and homogenization, and the growth of power among non-state actors have all contributed to the emergence of global communities, issues, and actions. The course focuses on shifting centers of power — changing roles of state institutions and interactions among states, individuals, the private sector, and civil society — and consequences for the world's economic, social, and political structures and actors. A spectrum of issues is addressed, including perspectives on forces and dynamics underlying globalization — relative to governance, migration, and the environment — and the impact of globalization on the economy, culture, and society. The course explores globalization's costs, benefits, and challenges on the levels of local communities and international relations. Prerequisite: SOCL 101 Introduction to Sociology. 3 sem. hrs. 3 crs.

IRDP 295 Contemporary Issues in International Relations and Diplomacy

An analysis of current topics that vary from term to term allowing for the coverage of new subject matter of interest to students and faculty, or the opportunity to make available an instructor's special expertise. 3 sem. hrs. 3 crs.

IRDP 340 (POLS 340) The Art and Science of International Relations

This course is an introduction to the theory and practice of international relations. A spectrum of issues is addressed, including differing perspectives on international relations; the state, sovereignty, and the international system; international organizations and law; regional integration; conflict and cooperation; international finance, trade, and political economy; transnational issues and actors; interdependence and globalization; human rights; international development and environmental issues; and the role of diplomacy and foreign policy. This course emphasizes practical, tactical, and real-world approaches to international issues such as pollution, trade disputes, border clashes, humanitarian emergencies, global terrorism, global and public health crises, and weapons proliferation. Classes alternate being led by the instructor and by practicing professionals with diplomatic experience. 3 sem. hrs. 3 crs.

IRDP 356 (POLS 356) International Negotiation and Diplomacy

This course provides an introduction to the core concepts, processes, and techniques of international negotiation and diplomacy, focusing on the nature of international conflict; negotiation in an international context, mediation, and arbitration; conflict management (rather than resolution); pre-negotiation scenarios; negotiation dynamics, strategy, and tactics; agreement implementation; and the role of economic and psychological incentives and constraints, and other factors like force, culture, and power. The course draws on exercises and simulations, as well as classroom discussions of readings and real-world cases. 3 sem. hrs. 3 crs.

IRDP 372 (POLS 372) International Organization/United Nations

This course involves participation in the National Model United Nations. Each spring, colleges and universities send delegations of students to represent countries in a series of meetings modeled after those held by the United Nations. Preparation is extensive. It involves thorough studies of the country to be represented; the United Nations; delegate behavior; and, especially, the past actions of the delegation to be represented. The course culminates in a five-day stay in New York, during which time the Mercy delegation participates in meetings in or near U.N. headquarters. 3 sem. hrs. 3 crs.

IRDP 373 (POLS 373) International Organization/Case Studies

A study of the United Nations and other international and transnational organizations through the analysis of selected cases. The focus on peacekeeping, economic development, human rights themes will enlarge the student's understanding of global politics. The course will be offered in alternate years with IRDP 372/POLS 372 International Organization/United Nations and will include student participation in the National Model United Nations as part of its requirements. 3 sem. hrs. 3 crs. *Prerequisite:* IRDP/POLS 372

IRDP 420 International Security: Risks, Crises, and Conflicts^(ce)

This course is an introduction to international security problems, their root causes, and approaches to addressing those causes and the problems they bring about. The problems discussed include interstate and intrastate violence and conflict; terrorism; nuclear and arms proliferation; illicit trade and piracy; cybersecurity violations; human rights violations; displaced persons and refugees; and humanitarian emergencies. Root causes discussed include economic causes (developmental inequality and poverty), social and cultural causes (corruption; failed states; cultural and religious differences), and natural causes (water, food, and energy scarcity; global and public health challenges; environmental challenges). In addition to solutions designed to address root causes, a variety of traditional security measures are discussed, including risk assessment and intelligence; diplomacy and international governance; disarmament and arms control; military action; and peacekeeping. 3 sem. hrs. 3 crs.

EXPERIENTIAL COMPONENT COURSES

International Relations and Diplomacy Experiential Component Courses are open only to students pursuing this major concentration. The '1' or '2' at the end of the course number indicates the fall or spring version of the course.

IRDP 431, IRDP 432 Experiential Component: Study Abroad

This course assigns credit in the International Relations and Diplomacy major for study abroad, and thereby satisfies the experiential learning requirement for the major. Students taking IRDP 431 or 432 pursue an approved course of study in a foreign-based institution of higher learning. Study abroad promotes global learning by building globalization knowledge, skills, and abilities. Students become global citizens through classroom experiences in a foreign university, and through daily exposure to a different culture. Over the course of their study abroad, students develop expertise on foreign perspectives on international relations and other domains. There are no prerequisite courses; however, students are required to seek approval at least one semester in advance of pursuing both (a) study abroad and (b) this option for fulfilling the experiential component requirement for the major. Credits are granted for this course in accordance with articulation designated by the instructor of record, in consultation with the student, the IRDP program director or SSBS Dean, the Registrar, any external party providing the experiential framework, and the Center for Global Engagement. Students are required to attend all classes for which they are registered, and the Mercy College attendance policy will apply to all such classes, except where there is a conflict with an external host institution, in which instance such conflicts will be resolved in consultation with the instructor, program director or SSBS dean, and registrar. 6 crs. (3 crs. each)

IRDP 441, IRDP 442 Experiential Component: Model UN

This course assigns credit in the International Relations and Diplomacy major for structured participation in the Model UN team of Mercy College, and thereby satisfies the experiential learning requirement for the major. At Model UN conferences, student-delegates gain insight into the workings of the United Nations by assuming the roles of UN representatives and simulating the resolution of vital global issues. Students prepare for participation in a Model UN conference by conducting research on the nation they are representing and its foreign and international policies, crafting position papers, and training for debate in United Nations forums. The Model UN course builds knowledge, skills, and abilities for careers related to diplomacy and the work of non-governmental organizations. Students learn about the regional and global relations of the nations they represent, the dynamics of negotiation, and the arts of rhetoric and persuasion. In their participation on the Model UN team, students develop expertise on international relations from diplomatic perspectives and in the working context of international organizations. IRDP 372 / POLS 372 (International Organizations / United Nations) is a prerequisite for this course. Students are required to seek approval at least one semester in advance of pursuing this option for fulfilling the experiential component requirement for the major. Credits are granted for this course in accordance with articulation designated by the instructor, in consultation with the student and the IRDP program director or SSBS dean. 6 crs. (3 crs. each)

IRDP 451, IRDP 452 Experiential Component: University For Peace

This course assigns credit in the International Relations and Diplomacy major for study at the University for Peace (Costa Rica), and thereby satisfies the experiential learning requirement for the major. Students pursue an approved course of study at the University for Peace, a UN-chartered institution of higher learning. Study at the University for Peace promotes global learning by building globalization knowledge, skills, and abilities. Students become global citizens through classroom experiences in a foreign-based, international university, and through daily exposure to a different culture. Over the course of their study at the University for Peace, students develop expertise on global perspectives on international relations and other domains. There are no prerequisite courses; however, students are required to seek approval at least one semester in advance of pursuing both (a) study at the University for Peace and (b) this option for fulfilling the experiential component requirement for the major. Credits are granted for this course in accordance with articulation designated by the instructor, in consultation with the student, the IRDP program director or SSBS dean, the registrar, the University for Peace, and the Center for Global Engagement. Students will attend all classes for which they are registered, and the Mercy College attendance policy will apply to all such classes, except where there is a conflict with University for Peace policy, in which instance such conflicts will be resolved in consultation with the instructor, program director or SSBS dean, and registrar. 6 crs. (3 crs. each)

IRDP 461, IRDP 462 Experiential Component: Service Learning Externship

This course assigns credit in the International Relations and Diplomacy major for a service learning externship, and thereby satisfies the experiential learning requirement for the major. Students pursue an externship working with either local service organizations (for example, serving immigrant communities in the New York area) or non-governmental organizations with a global scope (such as Doctors Without Borders), coupled with traditional classroom instruction. This service learning experience promotes global learning in a local framework, by building knowledge, skills, and abilities relevant to a globalizing world. Students enhance their global understanding through practical work — either directly, with communities from other countries; or indirectly, through work with organizations focused on critical global issues. Over the course of their externship, students develop expertise on interactions across cultures and global problems, whether concerning international migration and integration or other issues of significance for international relations (such as health, education, resources, or human rights). Students gain a strong working understanding of the organizations where they pursue their externship, particularly as regards their mission, management practices, and relationships to communities, governments, and international organizations. Students are expected to evaluate the mission, service delivery, and overall success of their host organizations. There are no prerequisite courses; however, students are required to seek approval at least one semester in advance of pursuing this option for fulfilling the experiential component requirement for the major. Credits are granted for this course in accordance with articulation designated by the instructor of record, in consultation with the student, the IRDP program director or SSBS dean, the registrar, any external party providing the experiential framework, and the Center for Global Engagement. A minimum of 120 hours of fieldwork for the semester is required for 6 credits. A maximum of 12 credits of fieldwork is allowed toward degree program. Students meet in small groups with faculty on a regular basis. 6 crs. (3 crs. each)

IRDP 471, IRDP 472 Experiential Component Alternative: Capstone Project

This course is a capstone project for the International Relations and Diplomacy major, and serves as a substitute for the experiential learning component of the major. Students work with the instructor to design a capstone project that draws upon knowledge and skills that the students have attained throughout their International Relations and Diplomacy courses, and explore a new topic or synthesizes their understanding of the domain. The capstone project provides students with the opportunity to exhibit skills learned during their program of study, which may help them prepare for a career related to international relations. Students utilize critical thinking and communication skills in synthesizing previous course work and extending and developing original ideas. Over the course of the capstone project, students articulate insights from their courses in International Relations and demonstrate a capacity for independent research, critical analysis, or reflective assessment of a central issue in international relations or diplomacy studies. There are no prerequisite courses; however, students are required to

seek approval at least one semester in advance of pursuing this option for satisfying the experiential component requirement. Credits are granted for this course as designated by the instructor, in consultation with the student and the IRDP program director or SSBS dean. 6 crs. (3 crs. each)

LIBRARIES AND INFORMATION SCIENCE

LISC 101 Information Use and Library Research

This course introduces students to a variety of information resources and services useful in college and in the workplace. The course emphasizes locating and using these resources, as well as the basic information literacy skills required for research on any subject. 1 sem. hr. 1 cr.

LISC 260 Using Electronic Resources for Research

This course is offered exclusively online (Distance Education — Mercy Online). The objective of this course is to learn how to use resources available online for finding quality information in various fields such as Health, Business, Social Sciences, Education, and so on. Students will learn how to develop effective strategies to search the online indexes and databases Mercy College Libraries subscribes to and to cite sources using prescribed formats. Students will also learn how to search and evaluate information found on the Internet. Other topics such as copyright, intellectual property, plagiarism, security of information, Web 2.0 tools, and so on, will be explored. At the end of the course, students will be able to use the online indexes, databases, and the Internet to find quality information. Acquiring an acceptable proficiency in critical thinking, information literacy, critical reading, writing, and quantitative reasoning skills will be emphasized throughout the course. *Prerequisite:* Successful completion of ENG 110 or placement in ENG 111 and CISC 120 or Division Placement Exam for a waiver of this course. 3 sem. hrs. 3 crs.

LISC 295 Topics in Information Studies

Special course offered on an occasional basis in response to student and faculty interest in the field of Information Studies. Topics covered will vary each time the course is offered, allowing for coverage of new subject matter or to provide an opportunity for an instructor with special discipline-specific knowledge to teach a course. Special topics to be covered will be announced by the Library Division. Topics could include Digital Storytelling, Social Media, Instructional Design and Development, Knowledge Management, Oral History and Tradition, Storytelling and Folk Literature, History of Printing and Publishing, Information Policy and Intellectual Freedom, Records and Information Resource Management, and so on. *Prerequisite:* ENG 111 or placement in ENG 112. 3 sem. hrs. 3 crs.

LIFE ACHIEVEMENT

LFA 300 Life Achievement Portfolio Preparation

This course guides students through a thoughtful and reflective review of their prior learning experiences in order to identify college level learning in a manner that facilitates accurate assessment. This is accomplished through the development of an online e-portfolio that is submitted at the end of the semester for evaluation by two faculty members. The portfolio is structured in such a way as to go beyond a narrative of experiences. Students must distinguish between experience and achievement and recognize the interconnection between learning, practice, theory and academic modes of thought. Students may earn between three and 30 credits of open elective credit with an additional fee for all credits above three. *Prerequisites:* ENGL 112 and 30 credits of coursework completed. Offered online only.

LINGUISTICS AND COMPARATIVE LITERATURE

FORL 19X

An introduction to various languages not regularly available at the College. In the past, the Honors Program — by student request — has offered Latin, German and Chinese. 3 sem. hrs. 3 crs.

FORL 233 Comparative Romance Literatures

This course introduces students to the method of comparing the main romance literatures (France, Italy, Spain) through a study of selected themes, genres and periods, and includes a discussion of the relationship of the national literatures to the other arts of these countries. Required of all language majors. 3 sem. hrs. 3 crs.

MANAGEMENT

MGMT 225 Principles of Management

An introduction to the skills needed by managers to successfully compete in both local and global markets. Historical and contemporary ideas will be used to provide insights into values such as environmental awareness, group dynamics and organizational skills used by effective managers. Special emphasis will be placed on the development of application skills using sound management principles. *Prerequisite:* ENGL 110 or placement at ENGL 111. 3 sem. hrs. 3 crs.

MGMT 255 Information Systems for Management^(c)

This course examines the impact and role that information technologies and computer information systems have on the manager's ability to achieve and maintain 'competitive advantage' in the business environment. Students will become proficient in the use and application of contemporary database management systems to enhance the managers' ability to more effectively achieve the goals of the organization. Spreadsheets will be utilized in problem-solving. *Prerequisites:* MATH/CISC 120; MGMT 225. 3 sem. hrs. 3 crs.

MGMT 340 Organizational Behavior

This management course focuses on people, the human resource of the firm. Individual and group behavior are explored. Motivational theory and techniques will be examined. Case studies and incidents analysis are used. *Prerequisite:* MGMT 225. 3 sem. hrs. 3 crs.

MGMT 345 Organizational and Industrial Psychology

Introduction to industrial and organizational psychology including personnel selection and training; assessment of aptitude, ability, and attitude; employee relations and motivation; work environment; advertising; and consumer research. *Prerequisites:* MGMT 225. 3 sem. hrs. 3 crs.

MGMT 380–381 Cooperative Education in Management, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Management include corporations, small businesses, banks, and financial institutions. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. Open Elective credit only.

MGMT 399 (FINC 399, INBU 399, MGMT 399, MKTG 399, Internship in Business

Students majoring in business are given an opportunity to supplement classroom learning with on-the-job experience. The School assists students in finding appropriate compensated opportunities and insuring that the actual work is a meaningful supplement to the classroom experience. *Prerequisites:* Completion of 60 credits, a minimum GPA in the major of 3.0 and the approval of the chair of undergraduate business. This course may not be used as a major-level business course. Open elective credit only. 3 crs.

MGMT 425 Managerial Behavior

An exploration of the ideas and forces that shape the process of management in the world's communities. Particular emphasis will be placed on the managerial decision-making process and its linkage to subsequent behaviors in the organization and / or the larger society. Leadership will be introduced as a necessary subset of effective organizational role. The major dynamic of this course will be dedicated to ensuring a student outcome where leadership and management are neither separable nor practiced independently. Topics will include: globalization, intercultural management, dealing with diversity, project management, separating the important from the trivial and the effective resolution of conflict. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

MGMT 446 Human Resource Management

Introduction to the theory and practice of personnel management including manpower planning, recruitment and selection, training and development, wage and salary administration, employee benefits, employee relations, and EEO compliance. Emphasis is placed upon the proper utilization of each human resource function as a means for motivating employees to achieve organizational objectives. *Prerequisites:* MGMT 225. 3 sem. hrs. 3 crs.

MGMT 450 Applied Research Analysis in Management

Senior-level discipline course for students specializing in management or general business. Will be conducted as a seminar course utilizing case studies to examine managerial challenges that organizations face in the current dynamic work environment. Focuses on real world situations giving students experience at dealing with problems they are likely to encounter in their careers. Course should be taken in junior or senior year after completion of specialization courses. *Prerequisites:* ENGL 112, 15 credits of business courses numbered 295 or above.

All Business and Accounting majors must complete MGMT 460 Strategic Management as their capstone requirement for the major.

MGMT 460 Strategic Management^(co)

Senior-level capstone course for all Business and Accounting majors. Requires students to use the tools and techniques covered in the various disciplines of business to identify problems and devise future plans for business organizations. Students will be required to propose solutions for complex real-world business problems that are broad in scope to simulate the actual problems faced by today's global manager. Students will be required to demonstrate strong case method skills, work collaboratively in teams and produce effective written and oral presentations to support their analysis. Students should have a majority of their concentration courses completed prior to registering for this course. *Prerequisites:* ACCT 121; ECON 210, ECON 220, ECON 221; ENGL 112; FINC 450 or INBU 450 or MGMT 450 or MKTG 450 or SPMG 450. 3 sem. hrs. 3 crs.

MGMT 465 Entrepreneurship

A course in which students will learn the technique of developing and evaluating new business ventures. Actual projects will be examined. The world of venture capital will be studied. Entrepreneurial abilities of the students will be developed. *Prerequisites:* ENGL 112; ECON 220, ECON 221, ECON 125; FINC 235; MGMT 225; MKTG 220. 3 sem. hrs. 3 crs.

MGMT 490 Integrative Project - Part I

This project, which is carried out under the guidance of a faculty mentor, is a paper in which the student integrates the knowledge acquire in the program and applies it to a real world situation, In Part I the students selects and researches a topic, then presents a detailed outline with the sources of information used. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

MGMT 495 Integrative Project - Part II

This project, which is carried out under the guidance of a faculty mentor, is a paper in which the student integrates the knowledge acquired in the program and applies it to a real world situation. In Part II the student writes the paper that was researched and outlined in Part I. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

MARKETING

MKTG 220 Principles of Marketing

An introduction to marketing as a functional area of business enterprise, and an analytical survey of the problems encountered in developing, pricing, promoting and distributing goods and services. Emphasizes the role of the consumer in the marketplace. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

MKTG 344 Advertising

Managerial analysis of principles and practices in advertising. Topics include: the relationship of advertising to public relations and publicity, creation and production of advertising, advertising budgeting and evaluation, demand stimulation, media selection and market research. *Prerequisite:* MKTG 220. 3 sem. hrs. 3 crs.

MKTG 348 Sales Management

The managing of a sales force including sales organization; sales force recruitment, selection, and training; compensation, supervision, and motivation of the sales organization; sales planning; sales analysis and control. *Prerequisites:* MGMT 225; MKTG 220. 3 sem. hrs. 3 crs.

MKTG 380–381 Cooperative Education in Marketing, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Marketing include corporations, small businesses, non profit organizations. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. Open Elective credit only.

MKTG 399 (FINC 399, INBU 399, MGMT 399, MKTG 399, SPMG 399) Internship in Business

Students majoring in business are given an opportunity to supplement classroom learning with on-the-job experience. The School assists students in finding appropriate compensated opportunities and insuring that the actual work is a meaningful supplement to the classroom experience. *Prerequisites:* Completion of 60 credits, a minimum GPA in the major of 3.0 and the approval of the chair of undergraduate business. This course may not be used as a major level business course. Open elective credit only. 3 crs.

MKTG 440 Marketing Research

The design, implementation, and analysis used by marketing research is discussed. Market identification, surveys, sampling procedures, sales parameters, product and consumer information are topics that are investigated. *Prerequisites:* ECON 125; MGMT 225; MKTG 220. 3 sem. hrs. 3 crs.

MKTG 442 Marketing Management

This course is concerned with the theory and policy of the marketing manager and will include topics in promotion, distribution, pricing, and product management. Cases, together with a computer-based marketing simulation exercise, will be used to develop decision-making skills. *Prerequisites:* ENGL 112, ECON 125, MGMT 225, MKTG 220. 3 sem. hrs. 3 crs.

MKTG 445 Market Assessment

This course examines market structures and marketing research techniques that are used to identify and assess opportunities. Students use these techniques to assess markets, select products or services to meet the needs of targeted customers, and develop appropriate marketing strategies. The course emphasizes the value of making connections between fields in order to identify market trends. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

MKTG 450 Applied Research Analysis in Marketing

This senior-level course is the marketing capstone for those students specializing in marketing. The course examines market structures and marketing research techniques that are used to identify and assess opportunities. Students use these techniques to assess markets, select

products or services, meet the needs of targeted customers, and develop appropriate marketing strategies. The course emphasizes the value of making connections between fields in order to identify market trends. *Prerequisites:* ENGL 112; MKTG 344; INBU 375; MKTG 348; MKTG 440. 3 sem. hrs. 3 crs.

MATHEMATICS

Students enrolling in Mathematics courses must earn at least a letter grade of C in all prerequisite courses except for MATH 115 and MATH 120. MATH 116 requires a minimum grade of B as a prerequisite.

Students taking MATH 120, 131, 231, 317, 327, and 329 will have to spend substantial time outside of class working with computers.

MATH 105 Mathematics Concepts and Applications

An introduction to the power and utility of mathematics; relating mathematics to the real world in a setting of problem-solving challenges. Practical applications of estimation and arithmetic, algebra, geometry, trigonometry, graphing, and introductory statistics. Calculators will be used. *Prerequisite:* Mathematics placement exams. 4 sem. hrs. 2 hrs. Math Lab per week. 4 crs.

MATH 113 Geometry for Graphic Design

Students will learn geometry concepts needed to understand computer graphics and to use intelligently the available software tools. They will learn how to fix the position of a pixel on the computer screen using the screen coordinate system, how to find the closest point to a given point, middle point of two given points, and the centroid of a set of points. The students will know how to describe the elementary geometrical shapes, rectangles, ovals, and polygons in two dimensions, and spheres and parallelepipeds in three dimensions. They will also be introduced to basic properties: center, area, surface area, and volume. The behavior of the graphic shapes under translation, rotation, reflection, and scaling will be explained. Students will learn how to draw shapes satisfying certain constraints, like making a picture the mirror image of another. *Prerequisites:* MATH 105 and CISC / MATH 120. 3 sem. hrs. 3 crs.

MATH 115 Mathematics for the Liberal Arts

This course is an introduction to mathematical applications in the real world as they relate to the liberal arts, stressing logical thinking and problem solving. Topics include: mathematical ways of thinking, number sequences, functions and their graphs, counting methods, probability and statistics. *Prerequisite:* MATH 105 with a grade of C or better or by mathematics placement exams. 3 sem. hrs. 2 hrs. Math Lab per week. 3 crs.

MATH 116 College Algebra

This course is intended for business, computer, mathematics and science majors. Emphasis is placed on varied methods and manipulations. Algebraic techniques that have applications in the student's anticipated area of specialization are studied. Topics will include: linear and quadratic equations; inequalities; graphing; polynomials; factoring; operations with rational and irrational expressions; systems of linear equations and others. *Prerequisite:* MATH 105, a minimum grade of B, mathematics placement exams or MATH 115. 3 sem. hrs. 2 hrs. Math Lab per week. 3 crs.

MATH 192 College Algebra

This course is the honor class version of math116. It is intended for business, computer, mathematics and science majors. Emphasis is placed on varied methods and manipulations. Algebraic techniques that have applications in the student's anticipated area of specialization are studied. Topics will include: linear and quadratic equations; inequalities; graphing; polynomials; factoring; operations with rational and irrational expressions; systems of linear equations and others like trigonometry. The exercises and labs are more comprehensive. *Prerequisite:* MATH 105, a minimum grade of B, mathematics placement exams. Students should consult honor program director, or their advisors, or math program head before enroll the class. 3 sem. hrs. 2 hrs. Math Lab per week. 3 crs.

MATH 120 (CISC 120) Introduction to Computers and Application Software

An introduction to computers and computing including the history of computers, the role of computers in a technological society, descriptions of computers and associated hardware, binary and hexadecimal number systems, and the use of a word processor, spreadsheet and database as tools in problem solving. *Prerequisite:* MATH 105 or placement at MATH 115 or MATH 116 level and ENGL 109 level or division approval. (There is a Division placement test for a waiver of this course.) 3 sem. hrs. 3 crs.

MATH 122 (ECON 122) Statistics

A survey of statistical material and techniques, with special reference to economic and business data. Methods of collecting, charting, and analyzing statistical data; frequency distributions; introduction to discrete probability; normal curve analysis; introduction to hypothesis testing and confidence intervals; linear regression and correlation; index numbers. *Prerequisites:* MATH 115 or 116, and CISC/MATH 120 and placement at the ENGL 109 level. 3 sem. hrs. 3 crs.

MATH 125 Mathematics for the Sciences

This course is an introduction to the mathematical applications used in chemistry and biology. It is required of students registered for General Chemistry I (CHEM 160) and Foundations of Chemistry (CHEM) 122) unless they can demonstrate knowledge of this content by passing a placement exam. Topics include: exponential and logarithmic functions, significant figures, scientific notation, the SI system and metric conversions, the application of the quadratic formula to acid-base calculations, and graphical analysis of data using curve-fitting software. Statistical methods of data analysis used in chemistry and biology will be introduced. Methods of collecting, graphing and analyzing statistical data, normal curve analysis, use of confidence intervals, and linear regression analysis will be explored. *Prerequisite:* MATH 116 or the equivalent. 2 hrs. lect., 2 hrs. lab, 3 crs.

MATH 131 (CISC 131) Foundations of Computing I

An introduction to the fundamental concepts of object-oriented programming, including classes, objects, and basic program control flow statements. Using the programming language, Java, students are introduced to principles of software design and reuse. *Prerequisites:* CISC/MATH 120 and MATH 116 or departmental approval. 2 sem. hrs. 2 hrs. lab. 3 crs.

MATH 201 Precalculus

An introduction to real-valued functions and their graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. Functions will be represented symbolically, numerically, graphically, and verbally. Real-world applications will be used to introduce the concepts. Graphing calculators will be used throughout the course. *Prerequisite:* MATH 116 or a minimum grade of B in high school intermediate algebra. 2 sem. hrs. 2 hrs. lab, 3 crs.

MATH 212 Calculus for Business and the Life Sciences

A course in calculus for pharmacy, business, and social science majors. Analytic geometry, derivatives, the definite integral, exponential and logarithmic functions, applications. Students who wish a more thorough treatment of calculus should take MATH 260 and MATH 261 instead of MATH 212. *Prerequisite:* MATH 201 or the equivalent. 4 sem. hrs. 4 crs.

MATH 231 (CISC 231) Foundations of Computing II

This course continues the exploration of fundamental concepts of object-oriented programming using the programming language, Java. Students are introduced to the principles data structures, as well as elementary file input/output and exception handling and GUI. *Prerequisite:* MATH/CISC 131 or departmental approval. 2 sem. hrs. 2 hrs. lab. 3 crs.

MATH 244 Discrete Structures

Introduction to the mathematical foundation of computer science. Logic, set theory, switching circuits, Boolean algebra, finite state machines, induction, combinatorics, graphs and trees are some of the topics that will be covered. *Prerequisite:* MATH 201. 3 sem. hrs. 3 crs. (Offered in fall and summer semesters.)

MATH 260 Calculus I

A review of elementary functions using numerical, graphical and algebraic techniques; limits; derivative and its definition; interpretation of derivatives and their application to problems of optimization. Particular emphasis is given to the use of technology to understand the concepts and to solve real-world problems. *Prerequisite:* MATH 201 or the equivalent. 4 sem. hrs. 4 crs. (Offered in fall and summer semesters.)

MATH 261 Calculus II

The definite integral, its definition and interpretation; antiderivatives; The Fundamental Theorem of Calculus; techniques of integration; numerical methods; improper integrals; applications of the integral to problems to real-world problems; a brief introduction to ordinary differential equations. *Prerequisite:* MATH 260 4 sem. hrs. 4 crs. (Offered in spring semester.)

MATH 307 Number Theory

This course covers divisibility theory in the integers, prime numbers, congruences, some number theoretic functions, and Diophantine equations. The material is especially useful for students interested in teaching high school mathematics. *Prerequisite:* MATH 201. 3 sem. hrs. 3 crs. (Offered in spring semester.)

MATH 315 Linear Algebra

Vector spaces; matrices; algebra of matrices; systems of linear equations; linear transformations in vector spaces; characteristic vectors and roots; similarity; congruence; bilinear and quadratic forms. *Prerequisite:* MATH 260. 3 sem. hrs. 3 crs. (Offered in the fall semester.)

MATH 327 (CISC 327) Computer Graphics

Introduction to the principles behind the science of computer graphics; fundamental graphics algorithms techniques with emphasis on algorithms suitable for raster display devices; representation and transformations of objects in two and three dimensions; clipping; projections; ray tracing; color and shading. *Prerequisites:* MATH 260 and MATH/CISC 231. 3 sem. hr. 3 crs. (Offered in spring semester.)

MATH 329 Numerical Analysis

Solutions of equations and systems; interpolation and approximation; numerical integration; curve fitting; solutions of ordinary differential equations; Monte Carlo methods; computer applications. *Prerequisite:* CISC/MATH 131. *Corequisite:* MATH 261. 3 sem. hrs. 3 crs. (Offered in spring semester.)

MATH 350 Probability: Theory and Applications

Combinatorial methods; discrete and continuous probability; probability distributions and densities; expected value and moments; special probability distributions and densities. *Prerequisite:* MATH 261. 3 sem. hrs. 3 crs. (Offered in fall and summer semesters.)

MATH 351 Statistics: Theory and Applications

Descriptive statistics; sampling distributions; point and interval estimation; hypothesis testing, theory and applications; regression and correlation. *Prerequisite:* MATH 261; 350 or departmental approval. 3 sem. hrs. 3 crs. (Offered in spring semester.)

MATH 360 Calculus III

Functions of several variables; partial derivatives; multiple integrals; infinite series; vector calculus. *Prerequisite:* MATH 261. 4 sem. hrs. 4 crs. (Offered in fall semester.)

MATH 362 Differential Equations

An introduction to the study of ordinary differential equations. Topics include: first order linear equations, higher order equations, method of undetermined coefficients and variation of parameters, Laplace transform, power series solutions, Fourier Series and solution of partial differential equations by the method of separation of variables. *Prerequisite:* MATH 261. 3 sem. hrs. 3 crs. (Offered in fall semester.)

MATH 365 Algebraic Structures

This course introduces the student to the major topics of group theory and it also includes an introduction to rings and integral domains. Some of the group theory topics that are covered are permutations, cyclic groups, direct products, isomorphisms, normal subgroups and homomorphisms. *Prerequisite:* MATH 315. 3 sem. hrs. 3 crs. (Offered in spring semester.)

MATH 380–381 Cooperative Education in Mathematics I, II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Math include corporations, small businesses, non-profit organizations and schools. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 sem. hrs. 3 crs. per sem.

MATH 395 Special topics in Mathematics

A special area of mathematics depending on student interest. Topics include applied mathematics; point-set topology; history of mathematics; complex variables, differential equations; number theory; geometry. *Prerequisite:* Variable depending on topic. 3 sem. hrs. 3 crs. (Offered in spring semester.)

MATH 397 Independent Study in Mathematics

Individual projects or readings undertaken in a specific area of Mathematics. Registration with the permission of the Instructor, the Department Chairperson, and the Associate Dean for Academic Administration. *Prerequisite:* Variable depending on topic. 3 crs.

MATH 417 Mathematical Modeling^(cd)

This is the capstone course for the math majors. It integrates all the mathematical concepts learned in earlier courses to solve real-world problems. Aspects of model construction and selection will be taught along with the analysis of existing models. Topics may include: discrete dynamical systems; model fitting, simulation models; continuous optimization models; and probabilistic models. *Prerequisites:* CISC/MATH 231 and MATH 350 or MATH 360. (Offered in spring semester.)

MATH 460–461 Advanced Calculus I, II

A systematic, rigorous approach to calculus. Topics include: the real number system, limits, continuity, differentiability, integration theory, and point set theory. *Prerequisite:* MATH 360. 3 sem. hrs. 3 crs. per sem.

MEDIA STUDIES

Media Studies is a comprehensive program that provides students the opportunity to study journalism, radio and television production, and film as a method of interpreting culture. Analytical, technical, and practical skills are gained through academic course work, hands-on studio application, and internships with local media outlets.

ENGL 111 is a prerequisite for all Media Studies courses except MEDA 145, 240, 275, and all radio and television production courses.

MEDA 110 Radio Production I

Basic techniques for the disc-jockey, newscaster, interviewer, and commercial announcer. Hands-on training provided with broadcast quality consoles, turntables, microphones, cartridge and open reel tape machines, patch panels; a survey of FCC rules and regulations required for many entry-level positions in radio. Studio lab hours assigned. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 115 Fundamentals of Television Production^(cd)

A theory, practice and production course in which students learn the basics of television

production in a multi-camera, television studio setting. Discussed are the history and origination of TV, the organizations and business environment in which TV occurs, such as the FCC, networks and affiliate relationships, "above" and "below the line" personnel; program and script formats, basic aesthetic and technical lighting and sound principles, introduction to lenses and the basic principles of shot composition and framing. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 120 Television Studio Production

Through lecture, demonstration and practice, a survey of the principles and techniques of television production and the application of this knowledge through 2–4 minute scenes produced by students. Feedback and evaluation of videotapes by peers and teachers. Lectures, planning sessions, and studio hours; roles of producers and directors; control room, cameras, lighting, audio and other technical apparatus; roles of crew members; script writing; graphics; set design; television acting; practical application of lecture material in the form of program tapings. *Prerequisite:* MEDA 115. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 130 News Reporting I

A basic course dealing with the fundamentals of news reporting and writing, covering the work, goals, skills, and responsibilities of the professional journalist. Emphasis is placed on news structure, writing leads, and news style. Attention is also given to feature writing and techniques of interviewing. 3 sem. hrs. 3 crs.

MEDA 132 Copy Editing and graphics

A course designed to familiarize students with the skills of a copy editor, including editing for accuracy, news value, style, and grammar. Attention is also given to newspaper layout, headline and caption writing, and photo scaling and cropping. 3 sem. hrs. 3 crs.

MEDA 134 The Feature Article I^(c)

This course covers the fundamentals of writing feature articles of newspaper length. Close attention is given to organization, style, human interest, the use of quotes, leads, etc., as applied to profiles, sidebars and service articles. 3 sem. hrs. 3 crs.

MEDA 145 Media in America

A course that traces the history and development of newspapers, wire services, magazines, radio, television and broadcast networks. Students discuss the trends and current problems in media as well as the role of advertisers, media owners and the public in affecting the content of the media. 3 sem. hrs. 3 crs.

MEDA 154 (COMM 154) Publicity Writing

This course covers the variety of persuasive writing forms and techniques used by the public relations professional to invite media coverage of corporate/client events and activities, to promote awareness and use of products and services, and to encourage consumer/audience support of corporate issues. Students will learn how to prepare press releases, pitch letters, press kits, public service announcements and copy for brochures and promotional materials. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 200 television Performance

A course that emphasizes interviewing on camera, talk show hosting, acting for television commercials, ad-libbing and the production of a television audition tape. 3 sem., hrs. 3 crs.

MEDA 201 Interviewing Techniques for Today's Media

Students will learn interviewing strategies for self-evaluation and critique. Lessons and assignments focus on interviewing techniques used by reporters in radio, Television, print and Internet information gathering. 3 sem. hrs. 3 crs.

MEDA 209 Film and Culture^(c)

An overview; what is film? Is it a product of the film industry or an expression of a collaborative team of creators? What can we learn from history? There will be a discussion of who made the movies and who censored them; introduction to ethnic, class and gender perspectives on

the movies. Introduction to the development of film genres and the traditions associated with special types of storytelling. There will be an introduction to the basics of writing about film and attention given to formal analysis. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 210 Advanced Radio Production

Development of skills in recording and editing techniques, preparing and airing shows, timing and formats. Emphasis on developing capable and responsible communicators, producers, and engineers; interpretation of radio copy; remote broadcasting, microphone principles, and the radio broadcast team; auditions for possible assignment to “on-air” shifts and staff positions in production, engineering and management at the campus radio station. Studio lab hours assigned. *Prerequisite:* MEDA 110. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 211 The Language of Film

The poetics of film: Close reading techniques; advanced study and application of the essential vocabulary of film study. Advanced study in reading and interpretation of the film frame, editing strategies; formalists and realist codes of cinematic expression. Attention to the history / development of filmic vocabulary and techniques. Attention to cultural variations. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 212 Violence and the Quest for Freedom in Hollywood Western

This course is dedicated to one of the first and most representative American film genres. Horses, Indians, cowboys, guns, and epic fights: why do we love them? There will be an examination of the aesthetic, psychological, gender and semiotic implications of the genre; introduction to major texts, directors, and stars central to its creation. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 213 Studios, Stars, and Spectacle in Hollywood’s golden Age, 1930–1950

This course offers an in-depth study of the formative years of Hollywood as the film capital of the world; the rise of institutional glamour, the star system, the “Hollywood” story and the Hollywood production system. This in-depth historical study is of the major directors, stars, and genres and developments in cinematic language and technique of the period; may include the work and influences of Greta Garbo, Humphrey Bogart, Fred Astaire, Ginger Rogers, and Frank Capra. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 214 The Dark Genres: Film Noir, Science Fiction, Horror, and the Gangster Film

Who knows what evil lurks in the hearts of men? Hollywood developed a number of special kinds of storytelling traditions that answered the question. Suspense, outer space, the supernatural, and crime all became metaphors for our worst secrets and nightmares. Study the psychology, aesthetics, gender and racial issues involved in the traditional Hollywood choices of image, stars, music, and stories for its dark genre. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 215 Video Editing Workshop

Developing and producing videotape programs. Electronic Field Production (EFP) with post-production editing in studio. Emphasis on creative approaches to assigned projects and on development of major skills of planning, writing, and advanced arrangements for remote set-ups. *Prerequisite:* MEDA 115. Additional course fee may apply. 3 sem. hrs.

MEDA 220 Advanced Television Production

A more detailed study of the areas introduced in Television Studio Production. Set design, lighting, script writing, engineering, hardware, costumes, make-up, props, special effects, graphics and film for television. *Prerequisite:* MEDA 120. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 221 Masters of Film: Griffith, Welles, and Hitchcock

An introductory investigation of the careers and works of three giants of film history: D.W. Griffith, Orson Welles, and Alfred Hitchcock. Attention will be paid to the historical era of each director and to how each contributed to the dominant cinematic style of their own day; their influences upon contemporaries as well as filmmakers who followed; their personal artistic visions and the implications of their works for psychological, gender, genre and cultural studies. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 222 Newspaper Publication Practicum I

This course is dedicated to the ongoing development and assembly of materials intended for publication of the college newspaper. Students will introduce story ideas, report, write, and edit stories intended for this purpose. Students will contribute to the layout process, overall organization of items as they would appear in the publication, and budgeting needs. Prerequisites: MEDA 130 News Reporting I or MEDA 134 Feature Article I. 3 sem. hrs. 3 crs.

MEDA 231 Propaganda

This course focuses on the development, principles, techniques, and results of mass persuasion from its beginnings in ancient civilizations to its transformation in the modern technological society. Students study mass persuasion and political propaganda in war and peace, with emphasis on its impact on current-day political affairs. Through readings, viewing of films, and emphasis on its impact on current-day political affairs; through readings, viewing of films and videotapes, examination of graphic and print materials and class discussions, our objective is to hone our critical reasoning to identify semantic and perceptual techniques used for mass persuasion. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 232 News Reporting II

A continuation of the basic news reporting techniques learned in Reporting I, but with an emphasis on drills, fieldwork, and more advanced concepts. Students learn how stories are planned and then write news copy under newsroom conditions. The course also provides practical experience in preparing for, arranging, and conducting an interview. In addition to reporting techniques, attention is given to journalism ethics and responsibility. *Prerequisite:* MEDA 130. 3 sem. hrs. 3 crs.

MEDA 233 Film and Gender

Is there a woman in this movie? Or just a cultural fantasy? Is the hero forceful or sadistic? Selected film that highlight gender issues. Attention to the gender implications of cinematic language (film frame, sound, shot patterns, narrative structure); introduction to the major texts of gender criticism from, Laura Mulvey, 1977, to the present. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 234 The Feature Article II

Using the basics learned in The Feature Article I, students research and write more advanced nonfiction articles with an emphasis on having work published. In addition to refining writing style and technique, this course studies the magazine marketplace and the method of selecting the right article idea for the right magazine. *Prerequisite:* MEDA 134. 3 sem. hrs. 3 crs.

MEDA 235 Screen Comedy and Clowns

The first films ever made included comedies; the world needs to laugh, but comedy gives more than pleasure; it is also a cultural escape valve, allowing us to “joke” about forbidden subjects. Study of stars and directors who made the world’s great films comedies; screening of great comedies from the golden days of silent films, through screwball comedy, the social comedies of the 1940s and 1950s, and the liberation comedies of the 1960s and 1970s to present. Discussion of the way comedy permits us to talk about race, gender, and class; discussion of the relationship between comedy and the unconscious. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MEDA 240 Magazine Editing and Production

A course designed to develop skills in all aspects of editorial and art magazine production. It includes practical training and instruction in editorial work such as editing, proofreading, makeup, type-spec, and headline and caption writing. Attention is given to the art side of production: the interrelationship between art and editorial, choosing art, design, print and layout. This class also examines the historical development of magazines in America. *Prerequisite:* MEDA 130. 3 sem. hrs. 3 crs.

MEDA 246 (SPCM 246) Elements of Theatre

Students are taught to appreciate the many elements that come together to create the total theatre experience. Beginning with the cultural impulses toward theatrical expression, through the development of written texts, the spoken word, acting and movement, the use of color,

lighting, and the stage space and extending to the aftermath of performance to reviews, students will recognize the multi-dimensional, multi-layered nature of the theatrical event. They will be introduced to the responsibilities of the actor, the director, and the critic in this exploration of theatre production and its all-important audience. Attendances at professional and amateur performances supplement the classroom experience. 3 sem.; hrs. 3 crs.

MEDA 251 Sports Reporting

A specialized course in sports writing and reporting. Students learn the mechanics in covering sporting events and in preparing articles for a newspaper format. Attention is also given to certain dynamics in sports reporting; the relationship between reporter and sports personality; the function of the "beat" reporter; and the reporter's responsibilities in dealing with the business arm of the sports establishment. *Prerequisite:* MEDA 130. 3 sem. hrs. 3 crs.

MEDA 252 The Practice of Public Relations

A course designed to provide an understanding of public relations in our society: how it is planned, produced and evaluated. The key types of communication required for productive public relations are examined. Weekly writing assignments are required to develop familiarity with the practices of professional public relations. As a final project, students will develop a campaign program, create appropriate materials for the press, and become familiar with the scope of communication channels available for effective public relations. *Prerequisite:* MEDA/COCM 154. 3 sem. hrs. 3 crs.

MEDA 253 European Trends in Film

This class offers the rich traditions of the national film industries across the Atlantic; analysis of the complication love-hate relationship between French, British, Italian, German, Russian, Spanish, Scandinavian cinema and Hollywood. (Other European works may be included.) There will be an introduction to historically important directors, stars, and films. *Prerequisite:* ENGL 111.3 sem. hrs. 3 crs.

MEDA 255 Creative Advertising

A hands-on course that first examines the functions of advertising and how advertising is created, then has students write, develop, and produce advertising scripts for television and radio. The course also provides students with a behind-the-scenes look at corporate advertising. 3 sem. hrs. 3 crs.

MEDA 258 Fundamentals of Writing for Film and television

The basic craft of storytelling for the screen. Traditional dramatic structure in a visual medium. Issues addressed include the premise, dialogue, characterization, and narrative plot structure. Class work will include workshop discussion of short writing exercises, the examination of professional scripts, and discussion of exemplary professional films. 3 sem. hrs. 3 crs.

MEDA 261 (LAWS 261) Free Speech, Media and the Law

A course that explores the shifting relationship between free expression and media technologies. From a philosophical and legal foundation, it immerses students into the technological, social and cultural issues surrounding the First Amendment, including privacy rights, pornography, copyright and libel. The course challenges students by posing a critical question: Are there any forms of free speech that should be restricted? If so, which ones - and who decides? 3 sem. hrs. 3 crs.

MEDA 262 (SPCM 262) Introduction to Acting

Students explore the basis of acting in the reality of doing. The course aims to facilitate an encounter between the student-actor and those personal impulses that happen within the collaborative framework of the classroom-theater. Emphasis is placed upon gaining an understanding of the actor's primary instrument for performance, himself, while developing a basic technique for working within the context of a theatrical performance. 3 sem. hrs. 3 crs.

MEDA 263 (SPCM 263) Scene Study

Provides opportunity for students to learn and practice the skills actors need in order to live truthfully, moment-to-moment in the given imaginary circumstances of a scene. Scenes from the classics and from contemporary dramatists will be studied. Prerequisite: SPCM262/ MEDA 262 or permission of instructor. 3 sem. hrs. 3 crs.

MEDA 275 (ARTT 275) Photojournalism

This course consists of two principal components: a historical or topical survey of approaches to photojournalism in newspapers and magazines from the time of the perfection of the halftone process to the present; field assignments involving coverage of local events and, where possible or appropriate, part-time work on a local newspaper or magazine. Students must supply their own digital cameras. 3 sem. hrs. 3 crs.

MEDA 282 (SPCM 282) Play Directing

Students experience first-hand the process of directing theatrical productions from conception through completion while assimilating the principles that control the manner of their art and craft. 3 sem.; 3 crs.

MEDA 295 Topics in Media Studies

A special course offered on an occasional basis in response to special student and faculty interests in the field of film/ culture, journalism and radio and television. 3 sem. hrs. 3 crs.

MEDA 303 Broadcast Journalism

Introduction to television news with emphasis on writing and producing "news packages" as seen on television news programs: on-camera stand-ups; sound on tape interviews (S.O.T.S.); reporter voice-overs; B-Roll; journalistic ethics; documentaries; editorials; interviews; formats; television; and cable newscasting technique. *Prerequisites:* ENGL 110, MEDA 215. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 310 Media Ethics

This course asks students to make decisions about the myriad of ethical problems that confront professional journalists as they seek to report the news. Using a philosophical base, the ideas of Aristotle, Kant, Bentham and Mill, an array of ethical problems are posed - problems dealing with journalistic deception; right of privacy; conflicts of interest — and ethical strategies devised by which students can understand and then resolve these problems. 3 sem. hrs. 3 crs.

MEDA 311 Radio News Writing and Production

A creative writing course for preparing and evaluating copy; spots, commercials, public service, promotion, drama, editorials, and documentaries. *Prerequisites:* MEDA 110, MEDA 120. 3 sem. hrs. 3 crs.

MEDA 321 Television Field Production

A course designed to have students work in teams to cover a variety of assignments in the field. The student will learn how to operate field equipment while working under specific deadline pressures. *Prerequisite:* MEDA 215. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 333 Newspaper Publication Practicum II

Students will be expected to further develop and practice news reporting and feature writing skills while focusing on complex story assignments. Students are expected to integrate textbook reading, lab work, current events, class lecture and discussion into a cohesive understanding and practice of the reporting process. In addition, students perform layouts, sectional editing, sports, news, entertainment, etc. Students are responsible for updating the online version of the Impact. *Prerequisite:* MEDA 222. 3 sem. hrs. 3 crs.

MEDA 345 Journalism for the Web

Students will develop writing and reporting skills for Internet-based journalism. This course will challenge students to think analytically, to evaluate content based on printed material,

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and evaluate images and spoken words while considering journalistic styles and recognizing the demand for specialized internet-based news content. Students will learn how Internet journalism contrasts with radio, television and print journalism. They will assess the impact of Internet journalism in comparison to methods and outcomes in traditional media. *Prerequisites:* MEDA 134 and MEDA 130. 3 sem. hrs. 3 crs.

MEDA 350 Video Documentary

An advanced-level production course that is a compilation of video editing, broadcast journalism, television field production and advanced television studio production. Students will study documentary making and produce documentaries in class. *Prerequisites:* MEDA 220 or MEDA 320. Additional course fee may apply. 3 sem. hrs. 3 crs.

MEDA 359 Advanced Writing for Film and Television

Storytelling for the screen. The use of basic visual and dramatic techniques to create short scripts. Issues addressed include use of the step outline and the treatment in drafting half hour film and television scripts. Class work will include workshop discussion of student scripts, examination of professional scripts. *Prerequisite:* MEDA 258. 3 sem. hrs. 3 crs.

MEDA 370 Understanding Media technology

This non-production media course focuses on the technology utilized in media communication. Designed for non-technical students, the course offers a comprehensive view of the technologies both past and present that enable today's media: radio, television, satellite communications, and broadband. Through analytical reading, library and Web based research students will organize and write product and media production system overviews and present their work in class. *Prerequisite:* nine credits required in radio and/or television production. 3 sem. hrs. 3 crs.

MEDA 380–381 Cooperative Education in Media Studies I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students include corporations, non-profit organizations, magazines, radio and TV stations. Students professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required.

MEDA 385 Honors Media Studies: the Communication Revolution

The central question this course poses is: How has the Electronic Revolution affected American culture? Media Ecology examines modern media from various theoretical perspectives while tracing the origins of language and writing to the electronic age. 3 sem. hrs. 3 crs.

MEDA 386 Seminar in Media Criticism

This advanced course is based on the premise that our cultural values and system are largely shaped by media technologies. Students will examine the relationship between culture and media, as presented by popular and academic critics such as H.L. Mencken, Neil Postman, and George Orwell. 3 sem. hrs. 3 crs.

MEDA 387 the Problems of American Journalism

By stripping away the myths and assumptions made about "the news," we may come to a deeper understanding about the way in which the journalist perceives the world and selects and writes the news. Using case studies, this seminar examines the problems of American Journalism from four perspectives: professional; historical; political; and technological. 3 sem. hrs. 3 crs.

MEDA 397 Independent Study in Media Studies

A self-directed course initiated, designed, and carried out by the student with the consultation and guidance of a faculty member to pursue some special interest in the media. 3 crs.

MEDA 399 Internship in Media Studies

The student is given the opportunity to supplement classroom studies with on-the-job experience in the field of media. The student works at a newspaper, radio station, or other

media facility under employer supervision and reports regularly to a faculty member. Up to three internships are allowable totaling no more than nine credits. *Prerequisite:* 18 credits in Media Studies courses and permission of the Media Studies program director. 3–6 crs.

MEDA 400 Senior Seminar

Capstone course: advanced studies in theory. This course allows the intensive exploration of the problematic, profound rifts among the different schools of film theorists. This is an application of theorists to current first-run films and to problematic films in cinema history. Each student will produce a senior dissertation. *Prerequisites:* MEDA 209 and MEDA 211. 3 sem. hrs. 3 crs.

MUSIC

MUSI 101 Elements of Music

Students study the rudiments of music notation, basic musical vocabulary and beginning piano technique. Theoretical concepts include; intervals; major & minor scales; and the fundamental structure of music (melody, rhythm, harmony, form and texture). Open only to MTEC majors. 3 crs.

MUSI 103 Theory & Musicianship I

Students study scales, chord construction, harmonic progression and voice leading, while applying these concepts on the piano and through the analysis of the popular, jazz and classical music repertoire. *Prerequisite:* A basic understanding of music notation or MUSI 101. 3 crs.

MUSI 104 Theory & Musicianship II

A continuation of MUSI 103 with an introduction to composing and harmonizing a melody. Seventh chords, secondary dominant function and borrowed chords from the parallel key are introduced. Variations of minor key harmony are explored. Students apply these concepts on the piano with through simple compositions, voice leading exercises and analysis of various styles of music. *Prerequisite:* MUSI 103. 3 crs.

MUSI 107 Music Appreciation

This course serves as an introduction to the diverse styles and traditions of music of the world, drawing selectively on the United States, Western Europe, and other areas of the globe. It is within this context that the course aims to teach the fundamentals of listening, the basic elements of music, and the capacity to think critically about the nature of music in its vast cultural diversity. Directed listening, lectures, videos, and readings. 3 sem. hrs. *Prerequisite:* ENGL 110. 3 crs.

MUSI 195 Topics in Honors Music

This course will vary from year to year depending on student interest and concurrent honors program offerings. Subjects to be studied might include issues in the international music scene, comparisons of “art” music and popular music, western and non-western music, or music and political censorship. May replace General Education course MUSI 107. 3 sem. hrs. 3 crs.

MUSI 201 Theory & Musicianship III

A continuation of MUSI 104 with an introduction to more advanced compositional techniques. Concepts include: re-harmonization; harmonic sequence and modulation; modes; pentatonic scales; suspended chords; extended and altered chords; passing diminished chords. Students apply these concepts through piano exercises, short compositions and analysis. *Prerequisite:* MUSI 104. 3 crs.

MUSI 203 Theory & Musicianship IV

A continuation of MUSI 201 with an emphasis on applied composition and keyboard harmony. Students will analyze compositional techniques and the melodic and harmonic language that distinguishes various musical genres. Students will study arranging and orchestral techniques and compose a larger scale composition project based on their skill level and area of interest. *Prerequisite:* MUSI 201. 3 crs.

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MUSI 218 History of Jazz

A survey of the major movements in jazz from Dixieland through Bop, including the avant garde movement of the late '60s and early '70s. Focus on the major jazz artists: Louis Armstrong, Charlie Parker, Miles Davis, and John Coltrane. A consideration of the social and psychological implications of jazz. Lectures, recordings, readings, and performances when possible. (Required for Jazz Specialization.) 3 sem. hrs. 3 crs.

MUSI 260 American Popular Music

A survey of American popular music since 1900 with an emphasis on the influence African Americans and Hispanics have had on its development. Analysis of musical styles and trends including their social and political significance and impact on society worldwide. 3 sem. hrs. 3 crs.

MUSI 295 Topics in Music

This course will vary from term to term, dealing with a subject not covered by existing courses. Topics can range from the intensive study of a single composer or work to the examination of a whole musical genre or milieu. 3 sem. hrs. 3 crs.

MUSIC INDUSTRY AND TECHNOLOGY

MTEC 100 Music Business I

An overview of the business aspects of creating, producing, distributing and marketing a musical product. Topics include copyright, publishing, licensing, royalties, performance rights organizations, producers, recording and production deals, recording studios and radio stations. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

MTEC 101 Audio Production I

An introduction to fundamental audio theory and concepts including the physics of sound, analog to digital conversion, multi-track and hard-disc recording, signal flow, console operation and mixing. Students complete assigned mixing and recording projects in the Audio Lab. 3 sem. hrs. 3 crs.

MTEC 105 Introduction to Music Technology

Primer for those interested in the latest tools for music production. Students complete creative musical projects on individual workstations using the latest version of Apple's GarageBand, and are also introduced to Apple Logic Pro and Pro Tools LE software. Topics include: acoustics, microphones, digital audio conversion, audio file formats, effects processing, and MIDI recording and editing within the software environment. Open to all majors. No musical experience necessary. No pre-requisites. (Critical Inquiry, CINQ 101, and Intro to Computers, CISC 120 recommended), 3 crs.

MTEC 110 Electronic Music I

An introduction to the fundamental concepts and techniques of MIDI-based music production. Students learn basic techniques of computer-based MIDI sequencing and interfacing of related hardware using Emagic's state-of-the-art Logic software. Students complete assigned projects in the Electronic Music Lab. 3 sem. hrs. 3 crs.

MTEC 200 Music Business II

A continuation of MTEC 100, this course provides the student producer, engineer or artist with a more detailed study of the various processes and legalities involved in the production and release of a musical product. Special attention is placed on starting a company and developing associated Web-based promotion and distribution. *Prerequisite:* MTEC 100. 3 sem. hrs. 3 crs.

MTEC 201 Audio Production II

A continuation of MTEC 101, students further develop their theoretical foundations and complete mixing and recording projects in the Digital Audio Lab. In addition, students are introduced to Digidesign's Pro-Tools software. *Prerequisite:* MTEC 101. 3 sem. hrs. 3 crs.

MTEC 210 Electronic Music II

A continuation of MTEC 110, students continue to develop skills with MIDI sequencing using more advanced features of Logic software. In addition, students learn basic sound design editing skills using synthesizers in the Electronic Music Lab. *Prerequisite:* MTEC 110. 3 sem. hrs. 3 crs.

MTEC 220 Recording Studio Workshop I

Students develop skills associated with recording engineering in a recording studio environment. Topics include: studio acoustics, microphone techniques, headphone cue systems, alternate recording signal paths, external processors, set-up procedures, studio documentation, mixing and general recording studio protocol. *Prerequisite:* MTEC 201. 3 sem. hrs. 3 crs.

MTEC 225 Sound Reinforcement

This class explores the technical requirements, processes, and procedures necessary for remote recording and sound reinforcement. Topics include: pre-production, problems with varying acoustic environments, equipment set-up and power requirements for various location applications. *Prerequisite:* MTEC 220. 3 sem. hrs. 3 crs.

MTEC 230 Audio System Design and Installation

Students are introduced to audio system design and configuration including basic electronic theory and equipment maintenance. Topics include: audio system interfacing, studio wiring and installation. *Prerequisite:* MTEC 220 . 3 sem. hrs. 3 crs.

MTEC 295 Topics in Music Technology

This course addresses special and specific topics beyond that which is covered within ordinary courses. The course will be offered on an occasional basis with varying topics as determined by student interest. 3 sem. hrs. 3 crs.

MTEC 301 Audio Production III

An overview of digital audio theory and applications. Students learn the principles of digital audio and develop skills in digital editing and processing using Digidesign's Pro Tools software. *Prerequisite:* MTEC 201. 3 sem. hrs. 3 crs.

MTEC 302 Audio Production IV^(ec)

A continuation of Digital Audio Systems I, students further develop skills in digital editing and processing using Pro Tools software. *Prerequisite:* MTEC 301. 3 sem. hrs. 3 crs.

MTEC 310 Electronic Music III

Students explore advanced applications in computer-based music production. Topics include the integration of digital audio recording and processing with MIDI in Logic, and other MIDI software tools such as Propellerhead's Reason software and Cycling '74's MAX/MSP. Students complete assigned projects in the Electronic Music Lab and prepare works for concert presentation. *Prerequisite:* MTEC 210. 3 sem. hrs. 3 crs.

MTEC 315 Electronic Music IV

Students study the theory and practice of sound synthesis. The course covers common types of synthesis, including subtractive, frequency-modulation, wavetable and granular synthesis methods. Students complete assigned projects in the Electronic Music Lab and prepare works for concert presentation. *Prerequisite:* MTEC 210. 3 sem. hrs. 3 crs.

MTEC 320 Recording Studio Workshop II

A continuation of Recording Studio Workshop I, with an emphasis on more complex recording and mixing techniques explored through full-length recording projects. The course includes a review of all audio concepts covered in previous classes in preparation for a comprehensive exam. *Prerequisite :* MTEC 220. 3 sem. hrs. 3 crs.

MTEC 325 Audio for Video

Overview of the theory and practice of audio production for video and other related visual media. Topics include: creative and practical concepts of sound design, the production process, multiple media formats and conversion, audio synchronization and time-code, techniques for

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creating, editing and mixing sound effects, dialogue and music for visual media using Pro Tools software. *Prerequisite:* MTEC 201. 3 sem. hrs. 3 crs.

MTEC 330 Recording Studio Production techniques

An advanced course that focuses on the effective and creative use of the recording studio as a tool for music production. Topics include: advanced mixing, record mastering, signal processing, and special effects used for specific styles of music. Additional topics include project planning and time management in the recording studio. Students develop a portfolio by completing album-quality projects using facilities and techniques appropriate to their projects. *Prerequisites:* MTEC 301, 220, and 210. 3 sem. hrs. 3 crs.

MTEC 335 Survey of Music Production Styles

The course provides the student with an overview of the history and techniques used in music production of pop music since 1955. Special attention is paid to the principal record producers and innovative engineers, as well as landmark recordings of the era. Students write assigned papers and give short oral presentations of their research. *Prerequisites:* MTEC 201 and MTEC 210. 3 sem. hrs. 3 crs.

MTEC 340 Techniques of Underscoring

Students are introduced to the art of composing music for film and television. Topics include: a survey of music in film, the dramatic and psychological impact of music, stylistic considerations, timing and synchronization, acoustic and synthesized instruments, technology and production, the business aspects and licensing music for other visual media. Students score film scenes using MIDI workstations. *Prerequisites:* MTEC 210, MTEC 325 and MUSI 201. 3 sem. hrs. 3 crs.

MTEC 397 Independent Study in Music Technology

This course is designed to allow highly self-motivated students to develop special skills and conduct advanced research in topics beyond those found among the regular course descriptions. Working closely with a faculty mentor, students pursue subjects in their particular field of interest via guided readings, research and project assignments. *Prerequisite:* GPA of 3.0, successful completion of at least 75 credits toward their degree, and approval of the program director. 3 sem. hrs. 3 crs.

MTEC 399 Internship in the Music Industry

Students perform supervised work at a company involved in the music industry. Students are required to keep a written log to document the tasks they perform and the skills they acquire. Upon culmination of the internship, students submit the log and a paper summarizing the experience. *Prerequisite:* GPA of 3.0, successful completion of at least 75 credits toward their degree, and approval of the program director. 3 sem. hrs. 3 crs.

NURSING

NURS 361 Contemporary Concepts in Professional Nursing

This course is designed to assist the practicing RN transition to the role of baccalaureate nursing student. Issues relevant to professional development and contemporary nursing practice are covered including: professional values; role development; ethical decision making; legal and regulatory processes; entry into practice; and historical perspectives. Students develop proficiency in academic essentials required for success in nursing education including: information literacy; critical thinking; organized writing; and delivering oral presentations. 3 hrs. lect. 3 crs.

NURS 362 Transcultural Nursing

This course examines cultural aspects of health care. Transcultural issues include (but are not limited to) culture, religion, socioeconomic status, gender and sexual orientation. Examination of cultures includes the understanding that each encounter includes at least 3 cultures: that of nursing, the institution, and the client. An emphasis is placed on recognizing contemporary challenges and developing skills needed for the practice of professional nursing. Students develop the knowledge needed to provide culturally appropriate care. 3 hrs. lect. 3 crs.

NURS 363 Nursing Research for Evidence-Based Professional Nursing

This course focuses on the research process in nursing as a component of evidence-based nursing practice. Students explore the research process and critique research studies for quality and application to professional nursing practice. *Prerequisite:* NURS 371. 3 hrs. lect. 3 crs.

NURS 364 Nursing Informatics

This course examines information management and technological advances for practice of professional nursing care. The history of nursing informatics, health care information systems, patient privacy and financial considerations are examined. This course explores future directions in computerized integrated health care delivery system for the future. 3 hrs. lect. 3 crs.

NURS 365 Introduction to Health Policy

This course provides an overview of health policy and health economics. The legislative process and its impact on the development of policy at the local, state and national level will be discussed. Health economics are explored through discussions of financing. Students examine public and private payers both for-profit and not-for-profit. Uninsured and underinsured as well as impact of social class and culture as examined. International health policy and economics are discussed as a point of comparison and contrast. Key health policy issues are explored. 3 hrs. lect. 3 crs.

NURS 366 Leadership and Management^(co)

This course examines leadership concepts in the health care delivery system. Theories regarding leadership, management, power, chaos, change, influence, delegation, communication and empowerment are analyzed. Strategies for effective multidisciplinary collaboration are explored. Learning activities are directed toward the professional nurse's development in developing power and expanding one's sphere of influence. 3 hrs. lect. 3 crs.

NURS 367 Pathophysiology and Clinical Reasoning for Nursing

Basic principles and processes are introduced early in the course, including descriptions of cellular biology; genes and genetic diseases; forms of cell injuries; fluids and electrolytes and acids and bases; immunity; and tumor biology. Knowledge of these processes is applied to the pathophysiology of common diseases. The presentation of each disease/disorder entity includes relevant risk factors, pathophysiology, clinical manifestations and a brief review of treatment. Clinical reasoning will be augmented by applying models for nursing clinical judgment to clinical case studies. *Prerequisite:* BIO 130, BIO 265. 3 hrs. lect. 3 crs.

NURS 368 Health Assessment and Health Promotion

This course focuses on health assessment and health promotion. Students will develop the health assessment skills necessary for professional nursing practice. Weekly readings allow the student to synthesize theory and practice. Health promotion and disease prevention strategies are analyzed for use with various populations. Barriers to health communication are explored and students examine the issues that affect health behaviors. Case study methods are used. *Prerequisite:* NURS 367. 3 hrs. lect. 3 crs.

NURS 370 Capstone Project in Nursing and Health Care

This course is only available to students who have successfully completed NURS 369 prior to summer, 2013. Students will prepare a mini-research proposal consisting of an introduction to the problem, background and significance of the problem and an annotated bibliography of 10 peer-reviewed journal articles (APA format) written in the last five years. The student's area of interest must be related to nursing or health care issues. The student's proposed research topic will be reviewed and approved by nursing faculty. 3 crs. *Prerequisite:* All undergraduate nursing courses and completion of all general education courses or permission of the nursing programs director.

NURS 371 Statistics for Nurses

This course is an introduction to the major statistical methods used in summarizing, understanding, and interpreting numerical data and research in nursing practice. The course covers a full range of descriptive and inferential statistics including: frequency distributions;

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measures of central tendency and variability; probability theory; the normal curve model; correlation; and a wide range of statistical tests such as the T test, F test, analysis of variance, and Chi-square. *Prerequisite:* Math 116. 3 crs.

NURS 397 Independent Study in Nursing

This course allows students to pursue an area of research or clinical practice. Permission of program director or designee required. 1–3 crs.

NURS 401: Community Health Nursing: Advocacy for Population Health

This course emphasizes advocacy of populations and addresses issues, trends, and patterns of health at local, national and international levels. By doing a thorough community assessment at assigned clinical sites, students will identify community problems and concerns. In collaboration with key persons at their clinical site, students will plan, implement, and evaluate an intervention specific to their clinical community. Nursing activities that promote the health of populations and that advocate for the marginalized will be stressed. Theories and principles of public health national policy and public health nursing will be analyzed and incorporated in both the didactic and clinical components of the course. 3 hrs. lect., 3 hrs. clinical. 6 crs.

Prerequisites: NURS 361, 362, 363, 365

OCCUPATIONAL THERAPY ASSISTANT

No student may take an Occupational Therapy Assistant course without first being admitted to the program.

OCTR 201 Occupational therapy Practice for the Assistant: An Overview^(cc)

The foundations of the practice of occupational therapy will be explored via didactic and activity-based learning. Areas discussed include the history of the profession, occupational therapy philosophy, scope of practice, ethics, standards of practice and the Occupational Therapy Framework as well as cultural diversity and its impact on health care. Role delineation between the occupational therapy assistant and the occupational therapist are defined and students are introduced to the concept of professionalism. 3 sem. hrs. 3 crs.

OCTR 203 Occupational Therapy Practice for the Assistant: Therapeutic Modalities I

A practicum in the most current treatment modalities and standardized testing measurements commonly used with children and adolescents to ameliorate dysfunction and maximize occupational performance in play, school, self care skills, leisure activities and social participation.

Prerequisites: OCTR 201, OCTR 204. *Corequisites:* OCTR 201, OCTR 204, OCTR 260. 3 sem. hrs. 3 crs.

OCTR 204 Occupational Therapy Practice for the Assistant: Medical Conditions

This course focuses on developing an understanding of the basic medical conditions affecting individuals throughout their life-span. Medical conditions are examined from the perspective of pediatrics, adolescence, adulthood and maturity over the course of the semester from the perspective of the occupational therapy assistant. These medical conditions are examined from the point of view of how they affect occupational performance and how occupational therapy intervention may improve the function and quality of life of the client. *Prerequisite:* BIOL 130. *Corequisites:* OCTR 201, OCTR 203, OCTR 260. 3 sem. hrs. 3 crs.

OCTR 206 Occupational therapy Practice for the Assistant: therapeutic Modalities II

A practicum in the most current treatment modalities and standardized testing measurements commonly used with adults and the elderly to ameliorate dysfunction and maximize occupational performance in rest and sleep, social participation, work, leisure, and activities of daily living. *Prerequisites:* OCTR 201, OCTR 203, OCTR 204, OCTR 218, OCTR 260. *Corequisites:* OCTR 207, OCTR 214, OCTR 218. 3 sem. hrs. 3 crs.

OCTR 207 Occupational therapy Practice for the Assistant: Synopsis

Concepts relevant to the operation of occupational therapy services will be explored via didactic and activity-based learning as well as through independent group and individual resource review. Topics included in this course are: evidence based treatment; human resource functions;

program evaluation and quality improvement. In addition, management and leadership theory and legal issues will be addressed. Students will also gain valuable information about regulatory agencies, professional organizations, research and wellness. *Prerequisites:* OCTR 201, OCTR 203, OCTR 204, OCTR 218, OCTR 260. *Corequisites:* OCTR 206, OCTR 214, OCTR 218. 3 sem. hrs. 3 crs.

OCTR 209 and 210 Occupational therapy Practice for the Assistant: Advanced Clinical Education I and II

Supervised full time internships in various clinical and community settings following the completion of all Occupational Therapy Assistant Program didactic coursework. *Prerequisites:* OCTR 201, OCTR 203, OCTR 204, OCTR 206, OCTR 207, OCTR 214, OCTR 218, OCTR 260. 3 crs. per fieldwork.

OCTR 214 (PSYN 214) Occupational Therapy Practice for the Assistant: Adulthood and Maturity

The study of the developmental stages of adulthood and maturity. This course addresses the normal aging process, the health-related disorders commonly associated with these stages and the roles of the occupational therapy assistant in serving adults and the elderly in order to achieve maximum independence in occupational performance. One credit is given to Fieldwork I placement. *Prerequisites:* OCTR 201, OCTR 203, OCTR 204, OCTR 218, OCTR 260 *Corequisites:* OCTR 206, OCTR 207, OCTR 218. 7 sem. hrs. 6 crs. + 1 cr. (Fieldwork I.)

OCTR 218 (PSYN 218) Occupational Therapy Practice for the Assistant: Interaction Skills

Through experiential and didactic learning, this course will explore human interaction from solitary activities, simple one-to-one experiences and group experiences. 3 sem. hrs. 3 crs.

OCTR 260 (PSYN 260) Occupational Therapy Practice for the Assistant: Childhood and Adolescence

The study of the developmental stages of childhood and adolescence. This course addresses the normal aging process, the health-related disorders commonly associated with these stages and the roles of the occupational therapy assistant in serving pediatric and adolescent clients in order for them to achieve maximum independence in occupational performance. One credit is given to Fieldwork I placement. *Prerequisites:* OCTR 201, OCTR 204. *Corequisites:* OCTR 201, OCTR 203, OCTR 204. 7 sem. hrs. 6 crs. 1 cr. (Fieldwork I.)

PARALEGAL STUDIES*

For Legal Studies majors, LAWS 130 is a prerequisite or corequisite for all PARA courses numbered 202 or above or consent of program director. ENGL 111 or the equivalent is a prerequisite for all PARA courses numbered 300 or above.

PARA 201 Family Law

This course will survey the law, procedures and documents involved in domestic relations law practice. Areas covered: cohabitation; marriage; divorce and separation; maintenance; equitable distribution; family offenses. (Previously Titled: Domestic Relations Law) 3 sem. hrs. 3 crs.

PARA 202 Business Organizations

This course trains the student to manage the practical aspects of business organizations. A review of the lawyer's role in the formation of business entities with a survey of the fundamental principles of law applicable to each entity and the preparation of the documents necessary to the organization and operation of each. 3 sem. hrs. 3 crs.

PARA 206 Substantive Law and Document Drafting

This course will introduce the student to the law of torts, agency, contracts, commercial transactions, tax and bankruptcy. The student will learn how legal documents are structured and the art of drafting them, and will draft documents pertinent to the substantive areas of law covered in this course. Additional course fee may apply. 3 sem. hrs. 3 crs.

PARA 260 Legal Research and Writing I

An introduction to the study of law that acquaints the students with an analysis and synthesis of cases and other legal materials. The course develops research techniques and basic writing skills designed to put the law into a usable form. The students will develop a familiarity with various methods of legal research including indexes, digests, Shepard's citations, encyclopedias and the West Key Number System. 3 sem. hrs. 3 crs.

PARA 295 Contemporary Issues

A discussion of current topics concerning the paralegal profession: elder law; workmen's compensation laws; securities law; use of computers; and legislative updates. Specific topics to be covered will be announced by the department. 3 sem. hrs. 3 crs.

PARA 300 Legal Research and Writing II

An in-depth study of legal research and writing which prepares a student to develop a mastery of legal writing techniques. The student will learn to prepare and draft various legal documents including law office and trial memoranda, a trial court brief and an appellate brief. Prerequisite: PARA 260. (Previously Numbered: PARA 200.) Additional course fee may apply. 3 sem. hrs. 3 crs.

PARA 301 Real Property and Mortgages

This course will study the practical aspects involving conveyance from the drafting of purchase and sale agreements to the passing of papers; mechanics of the title examination; the preparation of documents for mortgages, foreclosures, recordings and closings. In addition, attention will be given to the substantive law relating to the ownership, sale, leasing, financing and government regulation of real property. Additional course fee may apply. 3 sem. hrs. 3 crs.

PARA 302 Litigation

This course offers a basic working knowledge in handling civil litigation. Special emphasis will be placed upon the CPLR covering such topics as organization and jurisdiction of the civil courts of New York; the methods of commencing a lawsuit; the concept of venue; the content, form and use of pleadings; the form, uses and procedures commencing motion practice under CPLR; the pre-trial procedures including bills of particulars and various disclosure devices; the method of placing a matter on the trial calendar and post-trial procedures. Additional course fee may apply. 3 sem. hrs. 3 crs.

PARA 303 Probate, Estates, and Trusts

This course offers an in-depth analysis of all aspects of handling estates in the Probate Court, including the preparation and filing of the necessary documents with the court and the appropriate taxing authorities. Moreover, the student will be introduced to the basic conceptual aspects of estates and trust law covering such topics as the law of wills, family rights, perpetuities, fiduciary powers, guardians and accountings. 3 sem. hrs. 3 crs.

PARA 380-381 Cooperative Education in Paralegal Studies, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in paralegal studies include attorney offices, courts and governmental offices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 crs. per sem.

PARA 400 Law Office Management

The student will learn how a law office is organized and managed, and will study the impact of the automation revolution on the operation of the law office. The course will also focus on the importance of preventing malpractice, conflict of interest and other ethical issues that arise in day to day law office situations. The use of software tutorials will be included in this course. Prerequisite: PARA 206. Additional course fee may apply. 3 sem. hrs. 3 crs.

PARA 410 Advanced Seminar in Paralegal Studies

This course is the capstone course for paralegal majors that will assist the student in integrating his/her knowledge of ethical issues, theoretical concepts with the practical applications of legal research, writing and document drafting. Each student will be challenged to take the skills that he/she has learned throughout the paralegal studies major and apply them to assignments presented by the faculty that simulate law office situations. Prerequisites: PARA 300, PARA 206. Additional course fee may apply. 3 sem. hrs. 3 crs.

*All courses listed under this section are legal specialty courses as defined by the guidelines of the Standing Committee on Paralegals of the American Bar Association.

PHILOSOPHY

PHIL 110 Introduction to Philosophy

An introduction to philosophy through contemporary readings of some of Plato's classic dialogues, including the Republic, with focus on major issues in ontology, the theory of knowledge, ethics, and politics. 3 sem. hrs. 3 crs.

PHIL 112 Logical Thinking

An introduction to logic, both deductive and inductive, with emphasis on the ways it is most commonly useful: the identification of arguments in context; common fallacies in argument; deductive validity; categorical propositions and their interpretation; the categorical syllogism in standard form and its interpretation; disjunctive and hypothetical syllogisms and other common argument forms; the nature of inductive arguments; reasoning from analogy; Mill's canons; scientific method. Prerequisite: Satisfactory completion of ENGL 109 or placement at the ENGL 110 level or higher. 3 sem. hrs. 3 crs.

PHIL 190 Honors Philosophy I

Selected topics in philosophy studies for ways in which they illustrate important contributions of individual thinkers at a given time in history, or significant changes in attitudes toward the human condition, or new ways of answering the perennial questions of philosophy. Admission by permission of the director. May replace general education course PHIL 110. 3 sem. hrs. 3 crs.

PHIL 191 Honors Philosophy II

Continued study of selected topics chosen in terms of how they illustrate the philosophical method of problem solving. May replace general education course PHIL 110. 3 sem. hrs. 3 crs.

PHIL 207 Business Ethics

This course will examine ethical questions that arise in the course of business and professional activity such as consumer protection, employee benefits, environmental policies, and corporate responsibilities. Students will identify appropriate ethical theories and apply them to the case study approach in considering the above questions and in critiquing contemporary solutions 3 sem. hrs. 3 crs.

PHIL 294 Live Issues in Philosophy

An investigation of some topic of philosophical interest that is currently much discussed, but not the focus of an existing course; topic(s) are announced specifically when the course is offered. 3 sem. hrs. 3 crs.

PHIL 317 (PSYN 317) Perspectives on Death

An interdisciplinary approach to death as at once a known and an unknown phenomenon: what science can tell us about death; what philosophers have said about death; examination and critique of recent research concerning the needs of the dying person, the bereavement experiences of the survivors, and children's understanding of death; the significance of death as it relates to human dignity and autonomy. 3 sem. hrs. 3 crs.

PHIL 397 Independent Study in Philosophy

Readings and research individually arranged with an instructor. 3 crs.

PHYSICAL SCIENCE

PHSC 110 Introduction to Geology

A study of the basic concepts in physical science and scientific methodology as exemplified in the study of the fundamental concepts in physical and historical geology, origin and geological history of earth and life; geological land formation. 3 sem. hrs. 3 crs.

PHSC 111 Introduction to Astronomy

A study of basic concepts in physical science and scientific methodology as exemplified in the study of the fundamental concepts in astronomy, the universe, modern theories of stellar evolution, techniques of astronomical observation, physical characteristics of planets, satellites, and comets. 3 sem. hrs. 3 crs.

PHYSICS

PHYS 110 Introduction to Physics

A study of the basic physical concepts and scientific methodology as exemplified in the study of those principles that are applicable in everyday situations: motion, force, energy, waves, electricity, magnetism, atomic and nuclear physics. 3 sem. hrs. 3 crs.

PHYS 120 Physics of the Human Body

Introductory physical concepts that underlie human biomechanics and physiology will be explored. Examples of medical interventions, therapeutic modalities, and diagnostic techniques will be included. 3 sem. hrs. 3 crs.

PHYS 160-161 General Physics I, II

Introduction to the general physical principles in the fields of mechanics, heat, sound, light, magnetism, electricity, atomic and nuclear physics, and problem-solving techniques. Prerequisite: MATH 201 or the equivalent; PHYS 160 is a prerequisite for PHYS 161. 3 hrs. lect. 3 hrs. lab per sem. 4 crs. per sem.

POLITICAL SCIENCE

POLS 101 Political Power in America

The use of political science theory and method to investigate American political institutions: executives, legislature, judiciaries, bureaucracies, mass media, parties, interest groups, elites, and publics; comparisons with foreign political institutions, including their relationship to American institutions as manifested in foreign politics and international relations; the importance of political institutions, American and foreign, to the lives of students. 3 sem. hrs. 3 crs.

POLS 190 Honors Political Science

Selected topics in political science, studied in terms of how they illuminate themes basic to an understanding of political processes: i.e., the various ways power is employed to influence the allocation of values in the public domain and the consequences of such employment. Admission by permission of the director. May replace General Education course POLS 101. 3 sem. hrs. 3 crs.

POLS 255 (LAWS 255, PSYN 255, SOCL 255) Managing Human Conflict I

This course introduces the student to the field of conflict analysis and resolution through the examination of theory and role-play. Major theories of conflict studies are considered and the student will explore whether these theories are useful in the resolution of conflict. The student will be introduced to the resolution of conflict. The student will be introduced to the various forms of conflict resolution such as negotiation, mediation and arbitration. Prerequisite: SOCL 101 or PSYN 101. 3 sem. hrs. 3 crs.

POLS 256 (LAWS 256, PSYN 256, SOCL 256) Managing Human Conflict II

This course continues the study of the theories utilized in conflict resolution. The language of conflict management will be explored and the active listening skills of the student will be developed. The theory and application of negotiation will be studied and applied through role-play. *Prerequisite:* LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

POLS 282 Comparative Politics

An exploration of selected Democratic, Communist, and Third-World political systems, showing both the great variations in the ways nations are governed and the practices that all share. The course will compare legislative, executive, bureaucratic, and judicial institutions and processes, and the behavior of parties and interest groups in various countries, such as England, France, Russia, China, Mexico and Tanzania. 3 sem. hrs. 3 crs.

POLS 295 Topics in Government

This offering will vary from term to term, allowing for the coverage of new subject matter, or the opportunity to make available an instructor's special knowledge. 3 sem. hrs. 3 crs.

POLS 301 (CRJU 301) Constitutional Law and Criminal Justice^(cc)

Analysis of the leading U.S. Supreme Court and State Court decisions impacting Criminal Justice. The historical development of the Bill of Rights and its application to the states through the Due Process Clause of the Fourteenth Amendment. *Prerequisite:* Six credits in Criminal Justice. 3 sem. hrs. 3 crs.

POLS 340 (IRDP 340) The Art and Science of International Relations

This course is an introduction to the theory and practice of international relations. A spectrum of issues is addressed, including differing perspectives on international relations; the state, sovereignty, and the international system; international organizations and law; regional integration; conflict and cooperation; international finance, trade, and political economy; transnational issues and actors; interdependence and globalization; human rights; international development and environmental issues; and the role of diplomacy and foreign policy. This course emphasizes practical, tactical, and real-world approaches to international issues such as pollution, trade disputes, border clashes, humanitarian emergencies, global terrorism, global and public health crises, and weapons proliferation. Classes alternate being led by the instructor and by practicing professionals with diplomatic experience. 3 sem. hrs. 3 crs.

POLS 350 Public Administration

Competing theories of bureaucracy, organization, and accountability; managerial versus political aspects of governing; budgeting and other decision making; policy planning, implementation, and evaluation. 3 sem. hrs. 3 crs.

POLS 355 (LAWS 355, PSYN 355, SOCL 355) Mediation Theory and Practice

This course examines the theory and practical application of mediation. Integration of ethical and policy issues and application through role-play. Study of how the various applications affect the mediation process and the court's role in the development of mediation. Role-play is an important component of this course. *Prerequisite:* LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

POLS 356 (IRDP 356) International Negotiation and Diplomacy

This course provides an introduction to the core concepts, processes, and techniques of international negotiation and diplomacy, focusing on the nature of international conflict; negotiation in an international context, mediation, and arbitration; conflict management (rather than resolution); pre-negotiation scenarios; negotiation dynamics, strategy, and tactics; agreement implementation; and the role of economic and psychological incentives and constraints, and other factors like force, culture, and power. The course draws on exercises and simulations, as well as classroom discussions of readings and real-world cases. 3 sem. hrs. 3 crs.

210 / Course Descriptions

POLS 360 (LAWS 360, PSYN 360, SOCL 360) Practicum in Conflict Resolution

This course assists students in bringing together the theoretical and practical skills developed in the program through case studies and field projects. Co/Prerequisites: LAWS/PSYN/SOCL/ POLS 256 or PSYN/SOCL/POLS 355. 3 sem. hrs. 3 crs.

POLS 361 (LAWS 361) Constitutional Law and Policy

An examination of major constitutional problems in the United States; analysis of Supreme Court decisions concerning federalism; separation of powers; individual rights. 3 sem. hrs. 3 crs.

POLS 363 American Political Parties

The colonial and revolutionary background of the development of parties; the emergence of the Federalists and Democratic Republicans; party struggles of the Jacksonian era; the influence of the Civil War; the role of third parties in the 19th and 20th centuries; the impact of social, economic, and ideological forces on the two-party system in modern America. 3 sem. hrs. 3 crs.

POLS 364 Community, State, and Regional Politics

Structure and function of subnational governments in the United States; politics of intergovernmental conflict and cooperation, including emerging developments in federalism; problems of policy formulation and administration, involving such issues as taxation, transportation, education, welfare, and population shifts. 3 sem. hrs. 3 crs.

POLS 365 (HIST 365) The American Presidency

A review of the office and its occupants covering the legal, constitutional, and political development of the Executive Branch, as well as the contributions of several major presidents. 3 sem. hrs. 3 crs.

POLS 367 (HIST 367) American Foreign Policy

The development of the political, military, economic, and cultural relations of America with the rest of the world. How United States foreign policy is made. Traditional institutions and means of diplomacy and newer techniques. 3 sem. hrs. 3 crs

POLS 370 International Relations

The international system. Topics include historical background, East-West and North-South conflicts, international organizations, economic power, environmental issues, non-governmental organizations, international law and diplomacy, negotiation, war, military power, disarmament, regionalism and integration, and ideology. Case studies are used to illuminate problems. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

POLS 372 (IRDP 372) International Organization/United Nations

This course involves participation in the National Model United Nations. Each spring, colleges and universities send delegations of students to represent countries in a series of meetings modeled after those held by the United Nations. Preparation is extensive. It involves thorough studies of the country to be represented; the United Nations; delegate behavior; and, especially, the past actions of the delegation to be represented. The course culminates in a five-day stay in New York, during which time the Mercy delegation participates in meetings in or near U.N. headquarters. 3 sem. hrs. 3 crs.

POLS 373 (IRDP 373) International Organization/Case Studies

A study of the United Nations and other international and transnational organizations through the analysis of selected cases. The focus on peacekeeping, economic development, human rights themes will enlarge the student's understanding of global politics. The course will be offered in alternate years with POLS 372 International Organization/United Nations and will include student participation in the National Model United Nations as part of its requirements. 3 sem. hrs. 3 crs. *Prerequisite:* IRDP/POLS 372

POLS 380–381 Cooperative Education in Political Science, I and II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals.

Possible placement sites for students in Political Science include federal, state and local government offices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career Services department approval required. 3 sem. hrs. 3 crs.

POLS 397 Independent Study in Political Science

A course designed to take into account the individual student's political science and/or historical interests. Offered under the direction of a faculty member. 3 crs.

POLS 399 Internship in Political Science

The History and Political Science Programs provide students with creative and useful personal development opportunities outside of the classroom. Under the Intern Program qualified juniors and seniors receive academic credit for work done in political and governmental offices at the local, state, and national levels. The programs assist students in finding appropriate opportunities and insuring that the actual work is a meaningful supplement to the undergraduate classroom experience. Some internships would give those qualifying a chance to live and work in Albany; Washington, D.C.; or abroad. Please contact Division for specific criteria and requirements.

PSYCHOLOGY

PSYN 101 Introduction to Psychology

An introduction to the science of psychology, including a review of major historical perspectives, methods of research, and contemporary theory and knowledge. Major areas of study include the biological basis of behavior, emotion and motivation, learning and conditioning, human development, personality, and abnormal behavior. 3 sem. hrs. 3 crs.

PSYN 120 (BHSC 120, SOCL 120) Career and Life Planning

This course is designed to assist students in matching their college experience to their personal and professional development. Topics range from guidance in selecting a college curriculum to choosing and getting a job. Through processes and group interaction, students learn to assess their workplace competency and are encouraged in their pursuit of career and life planning. 3 sem. hrs. 3 crs. (Elective credit only.)

PSYN 101 or the equivalent is a prerequisite for all other Psychology courses numbered 121 and above.

PSYN 195 Honors Introduction to Psychology

This course will encompass the PSYN 101 Introduction to Psychology. In addition, the course will include a wide range of readings focusing on specific contemporary and historical issues of interest in psychology. Students may have the opportunity to participate in an experiment. May replace general education course PSYN 101. 3 sem. hrs. 3 crs. Permission of Honors program director required.

PSYN 207 Psychology of Learning

This course is a basic review of such learning concepts as classical and instrumental conditioning, extinction, reward, motivation, and personality. Also included is a general survey of the major theorists: Pavlov, Skinner, Hull, Tolman, et. al. (Previously numbered PSYN 132.) 3 sem. hrs. 3 crs.

PSYN 209 Introduction to Forensic Psychology

An introduction to the theory and practice of Forensic Psychology. It will expose the student to both the theoretical and practical applications, as well as basic terminology of Forensic Psychology. The course will include: Police and Investigative Psychology; Criminal Psychology; Victimology and Victim Services Psychology; and the Courts & Correctional Psychology. 3 sem. hrs. 3 crs.

PSYN 210 Modern Psychology in Historical Perspective^(cc)

An analysis of the major systematic viewpoints in the history of psychology. This course should be taken early in the major program of study. 3 sem. hrs. 3 crs.

212 / Course Descriptions

PSYN 213 Psychology of Personality

The development of personality: contributions of various theorists and their work to the understanding of the normal personality; techniques for assessing personality. 3 sem. hrs. 3 crs.

PSYN 214 (OCTR 214) Adulthood and Maturity

The study of the "passages" the adult must negotiate to attain maturity and the elements that contribute to the aging process: the health related disorders commonly associated with these stages and the roles of the health-care provider in serving adults and the elderly. One credit is given to Fieldwork I placement. (Only open to OTA Program students) Permission of program director required. 6 sem. hrs. 6 crs. + 1 cr.

PSYN 218 (OCTR 218) Interaction Skills

Through experiential and didactic learning, this course will explore human interaction from solitary activities, simple one-to-one experiences and group experiences. (Only open to OTA Program students) Permission of program director required. 3 sem. hrs. 3 crs.

PSYN 219 (SPCM 219) group Behavior

The course addresses the theory and research of groups, as well as actual group experiences. This course is conducted partially as a workshop to promote interaction, leadership, solidarity, and problem solving. *Prerequisite:* SPCM 110; PSYN 101. 3 sem. hrs. 3 crs.

PSYN 226 (BHSC 226, SOCL 226) Computers for the Social and Behavioral Sciences

An introduction to computers as a professional tool in the social and behavioral sciences. Topics include: data collection, data description and data analysis (with statistical software, e.g., SPSS for Windows), presentation packages, use of the Internet, use of on-line professional data bases, computers in teaching and learning, and computerized techniques in psychological testing. *Prerequisite:* CISC/MATH 120 or equivalent. 3 sem. hrs. 3 crs.

PSYN 228 (BHSC 228) the Psychology of the Preschool Child

A study of the child between birth and six years of age. Topics will include: physical and perceptual development; cognition and language; social relationships; and day care as it affects the developmental processes. (Previously numbered: PSYN/EDUC 129.) Not open to students who have taken PSYN 254 Child Psychology or the equivalent. 3 sem. hrs. 3 crs.

PSYN 230 Cognitive Psychology

An investigation of current research, concepts, and issues in the study of cognitive psychology. Topics include: human learning and memory, information processing, reasoning, problem solving, language, and artificial intelligence. 3 sem. hrs. 3 crs.

PSYN 232 Health Psychology

A study of the relationship between physical and psychological factors in determining health. Topics include: psycho-physiological disorders, responses to stress, Type A behavior, addictive behaviors, responses to illness and treatment settings, and behavioral and cognitive strategies for modifying health-impairing responses. 3 sem. hrs. 3 crs.

PSYN 233 Developmental Psychology Across the Lifespan:

A systematic study of human development and behavior throughout the life span: childhood, adolescence, and the adult years; emphasis on normal growth and development focusing on the critical issues involved in each stage of development including cultural influence. (Primarily for students who have not taken PSYN 228, PSYN 239, PSYN 254 and PSYN 263.) 3 sem. hrs. 3 crs.

PSYN 234 (SOCL 234) Perspectives on Parenting

The course examines the parenting process and the tasks parents carry out as they raise children from birth through adolescence. The focus will be on effective parenting skills with the responsibility of fostering a stimulating learning environment and open channels of communication. Current family issues will be addressed. (Previously numbered: PSYN 173.) 3 sem. hrs. 3 crs.

PSYN 237 (SOCL 237) Human Sexual Behavior

This course examines physiological, psychological, and cultural factors in human sexuality. Topics include: socialization of the sexes through the life cycle, normal and deviate sexual behavior, sexual dysfunction and therapy. (Previously numbered ED / PY 137) 3 sem. hrs. 3 crs.

PSYN 238 (SOCL 238) Gender Role Dynamics

Cultural and demographic factors in the definition of gender roles, "femininity," and "masculinity." Topics include: socialization of the sexes in childhood, adolescence, and adulthood; current redefinitions of roles; and projections for the future. 3 sem. hrs. 3 crs.

PSYN 239 Adult Development and Aging

This course emphasizes a developmental approach focusing on the adult years of the life span. Critical issues of adult life considered include: identity and intimacy; cultural influence, work, retirement, and leisure; continuity and change in personality; aging and end of life concerns. (Previously titled Personality Development in Adulthood.) Not open to students who have taken PSYN 233 or equivalent. 3 sem. hrs. 3 crs.

PSYN 241 Religion and Psychology

A study of contemporary psychology in its relation to religion. An analysis of the religious dimension in the thought of such thinkers as Freud, Jung, Maslowe, Frankl and William James as well as an investigation into the scientific study of religion. 3 sem. hrs. 3 crs.

PSYN 243 Psychological tests and Measurements

Theory and practice in the administration, scoring, and interpretation of tests and measurements. Students will develop an understanding of the application, administration, and interpretation of psychological and intelligence, aptitude, achievement, interest, personality and educational tests used in childhood, childhood education, and adulthood. Prerequisites: PSYN 101. (Previously Titled: PSYN 243 Testing and Assessment in Special Education.) 3 sem. hrs. 3 crs.

PSYN 244 (BHSC 244, SOCL 244) Social Psychology

A study of behavior, attitudes, and emotions shaped by interpersonal influences and social structures race and gender. Topics include: aggression, altruism, persuasion leadership, the self, conformity, human relations, and group processes. 3 sem. hrs. 3 crs.

PSYN 250 (SPCM 250) Psychology of Communication

The course examines the nature of the communication process in terms of its ultimate purpose of social control. Emphasis will be placed on self-awareness and the "gap" quality of communication. Values, self-concept, listening, verbal and nonverbal language, and perceptions will be evaluated as communicating agents. *Prerequisite:* SPCM 110, except for organizational management students. 3 sem. hrs. 3 crs. (Only open to organizational management students.)

PSYN 254 (BHSC 254) Child Psychology

Consideration of theories and research findings with respect to physical growth, sensorimotor, emotional and intellectual development, and cultural influences in the individual prior to adolescence. Developmental, psychoanalytic, and cognitive theories are emphasized. Not open to students who have taken PSYN / EDUC 228 or the equivalent. (Previously numbered PSYN 130.) Not open to students who took PSYN 233 or 228 or equivalent. 3 sem. hrs. 3 crs.

PSYN 255 (LAWS 255, POLS 255, SOCL 255) Managing Human Conflict I

This course introduces the student to the field of conflict analysis and resolution through the examination of theory and role-play. Major theories of conflict studies are considered and the student will explore whether these theories are useful in the resolution of conflict. The student will be introduced to the resolution of conflict. The student will be introduced to the various forms of conflict resolution such as negotiation, mediation and arbitration. *Prerequisite:* SOCL 101 or PSYN 101. 3 sem. hrs. 3 crs.

PSYN 256 (LAWS 256, POLS 256, SOCL 256) Managing Human Conflict II

This course continues the study of the theories utilized in conflict resolution. The language of conflict management will be explored and the active listening skills of the student will be developed. The theory and application of negotiation will be studied and applied through role-play. *Prerequisite:* LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

PSYN 257 Psychology of the Exceptional Child

A study of the adjustment and needs of exceptional children, including gifted children and children with intellectual, emotional or physical disabilities. Cognitive and emotional disorders arising in childhood and adolescence will be discussed, as well as problems of etiology and treatment. *Prerequisites:* PSYN 101. (Previously titled: PSYN 257 Psychology of the Special Education Child; Psychology of Students with Disabilities.) 3 sem. hrs. 3 cr.

PSYN 262 (BHSC 262, SOCL 262) Alcohol, Drugs, and Behavior

Principles of pharmacology, neural transmission, behavior, and psychological assessment will be discussed. Specific psychopharmacologic issues will be presented with sedative-hypnotic, benzodiazepine, opiate, stimulant, and antipsychotic drugs as primary examples. Other discussion areas include behavioral toxicology, inhalant drugs, drugs and schoolchildren, nutritional and legal aspects to drug use, cigarette smoking, and the effects of drugs on the developing organism (e.g., fetal alcohol syndrome.) 3 sem. hrs. 3 crs.

PSYN 263 Psychology of Adolescence

A study of human development and behavior during adolescence; emphasis on anatomical and functional interrelationships as well as cultural influences and their significance for psychosocial development. (Previously numbered PSYN 131) 3 sem. hrs. 3 crs.

PSYN 264 (CMDS 264) normal Speech and Language Development

A study of normal language development including phonological, morphological, syntactic, semantic, and pragmatic features; examination of the physical, psychological, and biological contexts of language; exploration of the cognitive-linguistic-communicative process. *Prerequisite:* SPCM 110. 3 sem. hrs. 3 crs.

PSYN 267 (BHSC 267, SOCL 267) Strategies for Child Care Providers^(co)

An introduction to the challenges and opportunities involved in the delivery of child care services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for substance clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in child care settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: SOCL/BHSC/PSYN 323.) 3 sem. hrs. 3 crs.

PSYN 280 (BHSC 280, SOCL 280) Philosophy and the Social Sciences

This course examines the nature of explanation in the social sciences; objectivity and value judgments, human behavior and actions; methods of investigation and the construction of theories about the human world. This course emphasizes the role of organizations in society. 3 sem. hrs. 3 crs. (Only open to organizational management students.)

PSYN 295 (BHSC 295, SOCL 295, SOWK 295) Contemporary Issues

An analysis of current questions in behavioral science, psychology, sociology, and social work. Specific topics are announced each semester by the School of Social and Behavioral Sciences. 3 sem. hrs. 3 crs.

PSYN 300 (CMDS 300) Language Disorders

Examination of language disorders associated with aphasia, mental retardation, and emotional problems; discussion of language disorders of children with learning disabilities; exploration of restricted linguistic codes and resulting speech patterns. *Prerequisite:* SPCM 110. 3 sem. hrs. 3 crs.

PSYN 310 Career/Life Assessment and Ethics

This course establishes the philosophy of the EDGE program. It links the concept of ethics to career/life assessment and organizational mission. It shows how individual careers are enhanced by adhering to an ethical model. 3 sem. hrs. 3 crs. (Only open to organizational management students.)

PSYN 311 Psychological Disorders of Childhood and Adolescence

Behavioral, emotional, developmental and learning disorders of childhood and adolescence are discussed. The topics will include: autism spectrum disorders, attention deficit / hyperactivity disorders, conduct problems, anxiety disorders, mood disorders substance abuse and eating disorders. 3 sem. hrs. 3 crs.

PSYN 312 Abnormal Psychology

Causes, symptoms, treatments and prevention of abnormal behavior are surveyed. Different theoretical and cultural perspectives are examined, along with the problems of diagnosis and research. Other topics treated include: history of mental illness, ethical and legal problems, and new approaches to therapy. (Previously numbered: PSYN 212) 3 sem. hrs. 3 crs.

PSYN 315 Aging and Mental Health

Critical problems of old age: retirement, failing health, loss of others through death; mental illnesses and confused states: symptoms, diagnosis, treatment and prevention. Mental health and the future of gerontology. (Previously numbered: PSYN 215) 3 sem. hrs. 3 crs.

PSYN 317 (PHIL 317) Perspectives on Death

An interdisciplinary approach to death as at once a known and an unknown phenomenon: what science can tell us about death; what philosophers have said about death; the examination and critique of recent research concerning the needs of the dying person, the bereavement experiences of the survivors, and children's understanding of death; the significance of death as it relates to human dignity and autonomy. Prerequisites: PHIL 110 or RELG 110. (Previously numbered: PSYN/PHIL 217) 3 sem. hrs. 3 crs.

PSYN 320 Psychobiology

This course is designed to introduce the human being as a biological organism with special emphasis on neural and hormonal interactions in the initiation and maintenance of behavior. A study of the structure and functional organization of the brain as well as the effect of drugs on behavior will be discussed in relation to learning, language, motivation, therapy, and other human systems and behaviors. (Previously numbered: PSYN 224) 3 sem. hrs. 3 crs.

PSYN 340 Psychology of Crisis

Examination of the theoretical concepts, research results, and specific mechanism for coping with crisis. The course attempts to bring together the points of view of various disciplines in an effort to organize what is known about psychic trauma and its pathological consequences. Such questions as the "typical" reaction to disaster, the factors influencing emotional shock, and the long-term effects of crisis are considered. (Previously numbered PSYN 240) 3 sem. hrs. 3 crs.

PSYN 345 Industrial Psychology

An introduction to I/O or industrial and organizational psychology. The course will discuss how a business and its organization impacts employee behavior. Topics include: employee relations and motivation, environment, occupational health, team work and leadership and psychological assessment in the work place. In addition, personnel decisions and union/management issues will be discussed. 3 sem. hrs. 3 crs.

PSYN 355 (LAWS 355, SOCL 355, POLS 355) Mediation Theory and Practice

This course examines the theory and practical application of mediation. Integration of ethical and policy issues and application through role-play. Study of how the various applications affect the mediation process and the court's role in the development of mediation. Role-play is an important component of this course. *Prerequisite:* LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

PSYN 360 (LAWS 360, SOCL 360, POLS 360) Practicum in Conflict Resolution

This course assists students in bringing together the theoretical and practical skills developed in the program through case studies and field projects. Co/Prerequisites: LAWS/PSYN/SOCL/ POLS 256 or PSYN/SOCL/POLS 355. 3 sem. hrs. 3 crs.

PSYN 370 (BHSC 370, SOCL 370) Statistics for the Social and Behavioral Sciences

A review of the major statistical methods used in summarizing, understanding, and interpreting numerical data and research use of the computer. The course covers a full range of descriptive and inferential statistics including: frequency distributions; measures of central tendency and variability; probability theory; the normal curve model; correlation; and a wide range of statistical tests such as the T test, F test, analysis of variance, and Chi-square. *Prerequisites:* Math 105 or placement at the Math 115 or Math 116 level or equivalent. 3 sem. hrs. 3 crs.

PSYN 372 Experimental Psychology I: Methodology

An introduction to experimental methods in psychology, including: the logic and nature of experimental investigation; the basic concepts in the experimental process, such as hypotheses, sampling, bias, and control; a review of simpler experimental designs that statistical methods applied to each design; psychophysical methods and research use of the computer. Students are sensitized to the rights of subjects in research and in particular to concerns of minorities. *Prerequisite:* ENGL 110 or equivalent, and PSYN/BHSC/SOCL 370. 3 sem. hrs. 3 crs.

PSYN 380–381 Cooperative Education in Psychology I, II

This course is designed to link college with the world of work of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in psychology include residential treatment centers, after-school programs, shelters, substance abuse programs and hospitals. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. A maximum of six credits of cooperative education or internship credits may be applied to the major. 3 crs. per sem.

PSYN 399 (BHSC 399, SOCL 399) Internship in the Social and Behavioral Sciences

Practice experience, program planning and/or research provide the student with an opportunity to interact with children, adolescents, adults, and the elderly and become acquainted with the complexities of administering programs in the human service professions. Field placements will be available in a wide variety of locations such as preschools, day care centers, residential and outpatient drug treatment centers, social service agencies, senior centers, nursing homes, municipal housing projects, community outreach services, and hospitals. A minimum of 120 hours of fieldwork for the semester is required for six credits. A maximum of six credits of cooperative education or internship credits may be applied to the major. Students meet in small groups with faculty on a regular basis. 3–6 crs.

PSYN 426 (BHSC 426, SOCL 426) Classics in the Social and Behavioral Sciences

A guided reading seminar in the social and behavioral sciences utilizing primary source material with critical analysis of such authors as: Allport, Durkheim, Freud, James, Jung, Marx, Skinner, Weber. *Prerequisite:* PSYN 210 or BHSC/SOCL 348 or must have completed 12 credits in the major. (Previously numbered BHSC/PSYN/SOCL 370 or BHSC/SOCL 348.) 3 sem. hrs. 3 crs.

PSYN 497 Independent Study in Psychology

Readings and research in a specific area of psychology under supervision of individual faculty members. 3 sem. hrs. 3–6 crs.

PSYN 498 Practicum in Instructional Methods in Psychology

The practicum provides the advanced student with an opportunity to serve, under the close supervision of a faculty member, as a teaching assistant in an undergraduate psychology course. Permission of the Chairperson required. 3 sem. hrs. 3–6 crs.

RELIGION

RELG 109 Introduction to Religion

The course is an introduction to the academic study of religion. The initial part of the course takes up definitions and theories. A wide variety of the world's religions are then discussed, including Hinduism, Buddhism, Confucianism, Judaism, Christianity, and Islam. Emphasis is placed on each religion's origins and historical development, concepts of the divine, worldview, sacred texts, main doctrines, and modes of teaching and worship. The course utilizes a number of approaches, namely, the philosophical, the theological, the historical, and the anthropological. 3 sem. hrs. 3 crs.

RELG 111 Judaism, Christianity, Islam

This course introduces students to the central beliefs and practices of three world religions: Judaism, Christianity, and Islam, which are also known as the Abrahamic religions. These religions deeply share in the faith of the Patriarch, Abraham, and this affinity encourages a comparative approach. The course covers each religion's origins and historical development, concepts of the divine, worldview, sacred texts, main doctrines, and modes of teaching and worship. The course also takes up the diverse cultural contexts of each of the three religions, and the ways in which they have produced remarkable traditions of God, scripture, ethical codes, authority and ritual practices. 3 sem. hrs. 3 crs.

RELG 112 Far Eastern Religions

The living religions of the Far East in classical and contemporary forms: Hinduism, Buddhism, Confucianism, Taoism, and Shintoism. 3 sem. hrs. 3 crs.

RELG 294 Contemporary Issues in Religion

An investigation of some topic of religious interest that is currently much discussed, but not the focus of an existing course; topic(s) are announced specifically when the course is offered. 3 sem. hrs. 3 crs.

RELG 397 Independent Study in Religion

Reading and research individually arranged with an instructor. 3 crs.

SOCIAL WORK

SOWK 201 (BHSC 201) Introduction to Social Work

This course is an introductory survey of the social work profession. It provides an overview of principal social work values, codes of ethics, practice and research methods, fields of social work practice, and social welfare policy issues. The course emphasizes the unique experiences of diverse and at-risk population groups facing various social challenges. 3 sem. hrs. 3 crs.

SOWK 295 (BHSC 295, PSYN 295, SOCL 295) Contemporary Issues

An analysis of current questions in behavioral science, psychology, sociology, and social work. Specific topics are announced each semester by the School of Social and Behavioral Sciences. 3 sem. hrs. 3 crs.

SOWK 311 Human Behavior and the Social Environment I

The first course of a two-semester sequence in which theory, knowledge and research findings are presented regarding the factors affecting human development and functioning. The course sequence focuses on the biological, psychological, social, and cultural factors that influence normal development and differences in development. The impacts of social systems are presented as they interact and shape individual behaviors. This course introduces the study of the life cycle. Prerequisites: PSYN 101 and SOCL 101. Non-majors must obtain permission of the director of the Social Work Program. 3 sem. hrs. 3 crs.

SOWK 312 Human Behavior and the Social Environment II

The second course of a two-semester sequence continues its focus on the biological, psychological, social, and cultural factors that affect human development and functioning and the impact of social systems in shaping individual and collective behaviors. This course also focuses on the study of the full life cycle and life issues, including differences in bio-psychosocial functioning, disorders, and conditions. Prerequisite: SOWK 311. 3 sem. hrs. 3 crs.

SOWK 314 Issues of Diversity in Social Work Practice

This course is designed to provide students with an understanding of the impact of race, ethnicity, class, gender and sexual orientation on life styles, options and choices. Students will also learn how oppression, discrimination, stigma, racism and sexism create and affect diverse populations. Implications will be drawn for service delivery and social work practice with and on behalf of clients. Prerequisite: Non-majors must obtain permission of director of the Social Work Program. 3 sem. hrs. 3 crs.

SOWK 322 Social Work Practice I

This course introduces students to social work practice. The focus will be on generalist practice and the different roles and methods practitioners assume in providing service to individuals, families, groups, communities, and organizations. Students will learn about the helping process, its application to work with different populations and problems, and about the ethics and values underpinning practice. Students will be assigned for field experience to a community agency for 20 hours during the semester. Prerequisites: Junior standing, SOWK 311, or consent of director of Social Work Program. 3 sem. hrs. 3 crs.

SOWK 332 Social Work Research

This course provides a basic introduction to methodology. Topics covered include: developing a researchable question; the values, ethical and political issues involved in developing the question; conducting a literature review; issues of design, measurement techniques, data collection and analysis. Attention paid to linking research to social work practice and the evaluation of service delivery systems. Pre or Corequisite: CISC/MATH 120. 3 sem. hrs. 3 crs.

SOWK 342 Social Welfare Policy and Services

Students are introduced to the development of social work as a profession. The course focuses on major social welfare policies and programs and the philosophical, economic, social, and political forces that shape their development. Students will explore contemporary approaches to social problems, such as health and welfare issues facing families, children and older adults; poverty; unemployment; homelessness; AIDS; mental illness; and developmental disabilities. The course highlights issues of social and economic justice and the inequities that exist and affect ethnic and racial minorities, women, and other at-risk populations. Prerequisite: Non-majors must obtain permission of director of Social Work Program. 3 sem. hrs. 3 crs.

SOWK 423 Social Work Practice II

Students will be introduced to theories, concepts, research findings, and skills common to professional practice. Specific attention will also be devoted to those skills required for working with individuals, and collectives (family, groups, communities) and for intervening in the client's environment. Students will examine the phases of the helping process, starting with the initial phase and assessment and consider their application in different life situations, especially with at-risk populations. Students will be taking this course concurrent with their fieldwork placement. Prerequisite: SOWK 322. Open only to majors. 3 sem. hrs. 3 crs.

SOWK 424 Social Work Practice III

This course builds on the content introduced in Social Work Practice II. Students will continue to examine the helping process concentrating on the ongoing and ending phases. The focus will be on using assessment to determine opportunities for multiple levels of intervention and the use of different helping approaches for problem solving. Students will deepen their knowledge of generalist practice concepts and skills for providing service to individuals, families, groups, and communities and their application in work with different populations, especially those at-risk. The course also emphasizes specific strategies for representing clients'

needs and securing resources through environmental interventions and in carrying out case management and interdisciplinary team activities. Students will learn the skills for practice evaluation. This course is taken concurrently with fieldwork. Prerequisite: SOWK 423. Open only to majors. 3 sem. hrs. 3 crs.

SOWK 426 Social Welfare Policy II: Influencing Communities, Organizations and Social Policy

This course builds on SOWK 342, Social Welfare Policy and Services by providing students an opportunity to explore in-depth knowledge, values and skills that are required to identify social problems and to assess and influence communities, organizations and social policies that affect their clients' lives. The focus will be on locating dysfunctional structures, processes, and policies that create unjust and oppressive conditions and on developing strategies to influence change. Professional dilemmas or obstacles encountered in that pursuit will be examined. Prerequisites: SOWK 342 and SOWK 423.

SOWK 431 Field Practicum I^(co)

Students are assigned to social agencies or social work programs for 20 hours a week (a minimum of 275 hours a semester.) These settings provide students with assignments to acquire skills in social work practice and with the opportunity to apply theories and principles learned in the classroom to work in the field setting. Students receive individual weekly supervision from a professional social worker and attend periodic field seminar meetings at the college. This course is taken concurrently with SOWK 423. Open only to majors. 6 sem. hrs. 6 crs.

SOWK 432 Field Practicum II

A continuation of Field Practicum I. Students remain in the same field placement for 20 hours weekly (a minimum of 275 hours a semester) and attend periodic field seminar meetings at the college. This course is taken concurrently with SOWK 424. Prerequisite: SOWK 431. 6 sem. hrs. 6 crs.

SOWK 435 Social Work with Children and Adolescents

This course focuses on the settings that provide services to children and adolescents. Students explore special problems that children and adolescents experience and how these problems affect them and their families. Students learn intervention strategies and techniques, specific to work with this population. Ethical issues and the impact of legislation and policy on practice and resources are considered. Prerequisite: SOWK 322. 3 sem. hrs. 3 crs.

SOWK 436 Social Work in Health and Mental Health Services

This course provides an overview of health and mental health settings and the current policies that affect the delivery of services. Emphasis is placed on the major roles carried out by social workers in work with clients and with interdisciplinary staff. Students are familiarized with the range of problems that affect this population and their families and learn strategies and methods for offering help. Prerequisite: SOWK 322. 3 sem. hrs. 3 crs.

SOWK 497 Independent Study in Social Work

Independent study is designed for students interested in areas beyond scheduled courses. Studies are mentored by a faculty member. 3 sem. hrs. 3 crs.

SOCIOLOGY

SOCL 101 Introduction to Sociology

Introduction to the scientific study of human behavior as related to group membership. Major areas of study in sociology: basic structure of human society and of smaller groups; transmission of culture and regulation of behavior; acquisition of the social self; violation of norms; stratification by class, race, ethnicity, sex, and age; major social institutions; populations dynamics; and sociocultural change. 3 sem. hrs. 3 crs.

SOCL 120 (BHSC 120, PSYN 120) Career and Life Planning

This course is designed to assist students in matching their college experience to their personal and professional development. Topics range from guidance in selecting a college curriculum to choosing and getting a job. Through processes and group interaction, students learn to assess their workplace competency and are encouraged in their pursuit of career and life planning. 3 sem. hrs. 3 crs. (Elective credit only.)

SOCL 101 or the equivalent is a prerequisite for all Sociology courses numbered 121 or above.

SOCL 201 Law, Order, and Justice

Comparative analysis of legal systems; their relations to social structures and processes; investigation of social evolution as reflected in changing patterns of law; various theoretical perspectives in writings of Durkheim, Weber, Timasheff, Kelsen and others; the development, maintenance, and change of American legal institutions. 3 sem. hrs. 3 crs.

SOCL 202 (BHSC 202) Ethics and the Family

A philosophical examination of the rights and responsibilities of parents and children, and of the rights and responsibilities of the state toward both, drawing on legal and non-legal case materials, as well as on classic and contemporary philosophical sources, and including a consideration of child abuse, foster care and adoption, divorce, and women's liberation and its effect on the family. Not open to students who have taken PSYN/SOCL 222 Family in Transition. 3 sem. hrs. 3 crs.

SOCL 205 (LAWS 205) Aging and the Law

This course will introduce students to legal issues affecting older adults. Some of the topics to be covered are: health care proxies, living wills, Medicare, Medicaid, Social Security benefits, elder abuse, conservatorships, nursing homes and long term estates planning. 3 sem. hrs. 3 crs.

SOCL 206 Sociology of Violence

This course analyzes violence problems challenging contemporary societies and their different kinds of possible manifestations. This covers a wide range from old forms of urban/ rural violence to the new and re-defined aspects of terrorism, including institutional / police violence; violence among generations, religions, gender and races. It takes into account the varied and multicultural meanings of the violence; its sources and results. Moreover, the course addresses violence as a global phenomenon. 3 sem. hrs. 3 crs.

SOCL 212 (CRJU 212) Criminology

The nature and causes of criminal behavior as they relate to effective means of prevention and rehabilitation, theories of criminal behavior focused on the individual, the family, the neighborhood, and society as the primary causal factors; various interdisciplinary schemes also considered. 3 sem. hrs. 3 crs.

SOCL 215 (BHSC 215, CRJU 215) The Juvenile Justice System

Origins, philosophy, and objectives of the juvenile justice system; measures of delinquency; theoretical perspectives on delinquency; legal processes; roles of the actors and current trends within the juvenile justice system. 3 sem. hrs. 3 crs.

SOCL 222 The Family in Transition

A cross-cultural examination of family patterns viewed within the context of cultural variation throughout the world; relations of the family to other institutions; role of the family in the development of personality. Not open to students who have taken PSYN/BHSC/SOCL 202 Ethics and the Family. 3 sem. hrs. 3 crs.

SOCL 226 (BHSC 226, PSYN 226) Computers for the Social and Behavioral Sciences

An introduction to computers as a professional tool in the social and behavioral sciences. Topics include data collection, data description and data analysis (with statistical software, e.g., SPSS for Windows), presentation packages, use of the Internet, use of on-line professional databases, computers in teaching and learning, and computerized techniques in psychological testing. Prerequisite: CISC/MATH 120 or equivalent. 3 sem. hrs. 3 crs.

SOCL 231 Sociology of Religion

This course examines the sociological analysis of religion's relation to politics and the state, at home and abroad. With the War on Terrorism, the fate of Afghanistan and Iraq, and the religious conflicts raging in places like India, Israel, Northern Ireland or the former Soviet Union, there are critical issues that need to be addressed. Religion in its various forms will be subject to myriad interpretations in such contexts as: immigration, globalization, race, religious freedom, tolerance, democratization and gender politics. 3 sem. hrs. 3 crs

SOCL 234 (PSYN 234) Perspectives on Parenting

The course examines the parenting process and the tasks parents carry out as they raise children from birth through adolescence. The focus will be on effective parenting skills with the responsibility of fostering a stimulating learning environment and open channels of communication. Current family issues will be addressed. (Previously numbered: SOCL 173) 3 sem. hrs. 3 crs.

SOCL 236 Social Deviance

This course analyzes the causes and control of deviant behavior. There is a survey of social problems along with an analysis of the causes and nature of these problems. Topics include: how definitions of deviance change, how people become deviant, how deviant groups are organized, and how transactions among deviants occur. 3 sem. hrs, 3 crs.

SOCL 237 (PSYN 237) Human Sexual Behavior

This course examines physiological, psychological and cultural factors in human sexuality. Topics include: socialization of the sexes through the life cycle; normal and deviate sexual behavior, sexual dysfunction and therapy. 3 sem. hrs. 3 crs.

SOCL 238 (PSYN 238) Gender Role Dynamics

Cultural and demographic factors in the definition of gender roles, "femininity," and "masculinity." Topics include: socialization of the sexes in childhood, adolescence, and adulthood; current redefinitions of roles; and projections for the future. 3 sem. hrs. 3 crs.

SOCL 241 Urban Sociology: City and Community

This course will examine research and theory that explores the sociological aspects of the metropolis. Topics include: urban history, communities, suburbia, immigration, social networks, spatial studies, studies that connect specific places to general forces, urban movements, virtual communities, and studies that examine the core concepts of "place" and "community." 3 sem. hrs, 3 crs.

SOCL 244 (BHSC 244, PSYN 244) Social Psychology

A study of behavior, attitudes, and emotions shaped by interpersonal influences and social structures. Topics include: aggression, altruism, persuasion, leadership, the self, conformity, human relations, and group processes. 3 sem. hrs. 3 crs.

SOCL 246 (CRJU 246) the Death Penalty in America

This course will discuss the various issues surrounding the death penalty as a punishment in the United States. Areas covered will include the history of the death penalty and legal and Constitutional questions. Social, psychological, and philosophical issues will also be explored. 3 sem. hrs. 3 crs.

SOCL 249 (BHSC 249) Race, Culture, and Ethnicity^(c)

This course examines the historical development of ethnic and race-based cultural complexes, the emergence and persistence of stereotypes, the character of ethnic, racial and religious beliefs, and current problems in groups in American society. There is an emphasis on understanding individual attitudes and behaviors in relation to the structure of social institutions. 3 sem. hrs. 3 crs.

SOCL 252 (IRDP 252) Globalization

This course is an introduction to the process of rapidly increasing globalization, its impact on the role of the state, and the process of increasing inter-connectedness between societies — where events in one part of the world have increasing effects on people and societies far away. Advances in market integration, information technology, cultural diffusion and homogenization, and the growth of power among non-state actors have all contributed to the emergence of global communities, issues, and actions. The course focuses on shifting centers of power — changing roles of state institutions and interactions among states, individuals, the private sector, and civil society — and consequences for the world's economic, social, and political structures and actors. A spectrum of issues is addressed, including perspectives on forces and dynamics underlying globalization — relative to governance, migration, and the environment — and the impact of globalization on the economy, culture, and society. The course explores globalization's costs, benefits, and challenges on the levels of local communities and international relations. Prerequisite: SOCL 101 Introduction to Sociology. 3 sem. hrs. 3 crs.

SOCL 255 (LAWS 255, POLS 255, PSYN 255) Managing Human Conflict I

This course introduces the student to the field of conflict analysis and resolution through the examination of theory and role-play. Major theories of conflict studies are considered and the student will explore whether these theories are useful in the resolution of conflict. The student will be introduced to the resolution of conflict. The student will be introduced to the various forms of conflict resolution such as negotiation, mediation and arbitration. Prerequisite: SOCL 101 or PSYN 101. 3 sem. hrs. 3 crs.

SOCL 256 (LAWS 256, POLS 256, PSYN 256) Managing Human Conflict II

This course continues the study of the theories utilized in conflict resolution. The language of conflict management will be explored and the active listening skills of the student will be developed. The theory and application of negotiation will be studied and applied through role-play. Prerequisite: LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

SOCL 261 (BHSC 261, SOWK 261) Computer-Assisted Data Analysis

This course is designed to teach students how to use statistical computer packages to perform complex statistical data analyses. Students conduct a study and use statistical packages to perform and understand complex statistical analyses, e.g., correlation, cross-tabulation, analysis of variance, multiple regression, and path analysis. Mathematical theory is neither a prerequisite nor a component of this course. Prerequisite: SOCL 248. 3 sem. hrs. 3 crs.

SOCL 262 (BHSC 262, PSYN 262) Alcohol, Drugs and Behavior

Principles of pharmacology, neural transmission, behavior and psychological assessment will be discussed. Specific psychopharmacologic issues will be presented with sedative-hypnotic, benzodiazepine, opiate, stimulant and antipsychotic drugs as primary examples. Other topics include behavioral toxicology, inhalant drugs, drugs and schoolchildren, nutritional and legal aspects to drug use, cigarette smoking and the effects of drugs on the developing organism (e.g., fetal alcohol syndrome.) 3 sem. hrs. 3 crs.

SOCL 267 (BHSC 267, PSYN 267) Strategies for Child Care Providers^(co)

An introduction to the challenges and opportunities involved in the delivery of child care services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for substance clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in child care settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: SOCL/BHSC/PSYN 323.) 3 sem. hrs. 3 crs.

SOCL 269 (BHSC 269) Strategies for Alcohol/Substance Abuse Providers^(co)

An introduction to the challenges and opportunities involved in the delivery of substance abuse services in the community and in institutional settings. Emphasis is placed on stimulating

awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for substance clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in substance abuse settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: SOCL/BHSC/PSYN.) 3 sem. hrs. 3 crs.

SOCL 271 (BHSC 271) Medical Sociology Health Care in the Modern Society

This course aims to provide the student with an understanding of the ways in which American society promotes (or fails to promote) health as well as copes with illness. Course will examine the following topics: the interaction of social and cultural factors (such as gender, ethnicity, race, and social class) with health and illness; illness (disability) as a social issue; careers in health care; settings in which health care services are delivered; financing health care services; comparisons with the health care services of other countries; and uses and applications of computers/microcomputers in the health field. 3 sem. hrs. 3 crs.

SOCL 280 (BHSC 280, PSYN 280) Philosophy and the Social Sciences

This course examines the nature of explanation in the social sciences; objectivity and value judgments, human behavior and actions; methods of investigation and the construction of theories about the human world. This course emphasizes the role of organizations in society. 3 sem. hrs. 3 crs.

SOCL 282 (BHSC 282) Perspective on Aging

An introduction to the challenges and opportunities involved in the delivery of geriatric services in the community and in institutional settings. Emphasis is placed on stimulating awareness, interest and inquiry into the historical trends, issues, controversies and realities of providing meaningful programs for elderly clients. Attention will be given to the following issues: cultural diversity, bioethics, interdisciplinary teams in geriatric settings, case management, family relationships, functional assessment, client abuse, and environmental impact on functional capacity in work with this population. (Previously numbered: SOCL/BHSC/PSYN/SOWK 325.) 3 sem. hrs. 3 crs.

SOCL 295 (BHSC 295, PSYN 295, SOWK 295) Contemporary Issues

An analysis of current questions in behavioral science, psychology, sociology, and social work. Specific topics are announced each semester by the School of Social and Behavioral Sciences. 3 sem. hrs. 3 crs.

SOCL 308 (BHSC 308) Health Care Management^(ce)

This course is designed to provide the student with an understanding of the management process within the context of the health care organization. Topics include study of the environment of the organization, environmental scanning and strategic planning, goal setting, issues of health care financing and reimbursement, the management process, program review and evaluation. Particular emphasis will be placed on issues of organizational effectiveness in an environment of cost containment. 3 sem. hrs. 3 crs.

SOCL 315 Terrorism

This course provides a comprehensive exploration of contemporary terrorism. It focuses on the theories and cases related to the causes, perpetration, and results of terrorist activities. It includes an analysis of religious terrorism, ideological terrorism, gender-focused political violence, criminal enterprises and terrorist violence. Among the specific issues to be covered are the changing definitions and perceptions of terrorism; the origins of terrorism; the impact of terrorism upon community and media; tactics and targets; and the major scholarly issues in the field of terrorism. 3 sem. hrs. 3 crs.

SOCL 348 (BHSC 348) Methodology for the Social and Behavioral Sciences

An introduction to the process of doing research in the social and behavioral sciences: literature review, hypothesis formation, research design, techniques of data collection, data analysis, and report writing. Students learn to use the scientific method as a tool to both answer questions

and solve problems in the social sciences, social work practice, health services, and education. Course includes qualitative and quantitative approaches to research, computer applications at all stages of the research process, statistical analysis of data, and particular attention to issues of doing research in a multicultural context — e.g. ethical concerns (including rights of participants) formulation of questions, and use of findings. Pre or corequisite: BHSC/PSYN/SOCL 226. (Previously numbered: SOCL/BHSC 248.) 3 sem. hrs. 3 crs.

SOCL 355 (LAWS 355, POLS 355, PSYN 355) Mediation theory and Practice

This course examines the theory and practical application of mediation. Integration of ethical and policy issues and application through role-play. Study of how the various applications affect the mediation process and the court's role in the development of mediation. Role-play is an important component of this course. Prerequisite: LAWS/PSYN/SOCL/POLS 255. 3 sem. hrs. 3 crs.

SOCL 360 (PSYN 360, LAWS 355, POLS 360) Practicum in Conflict Resolution

This course assists students in bringing together the theoretical and practical skills developed in the program through case studies and field projects. Pre or Corequisite: LAWS/PSYN/SOCL/ POLS 256 or PSYN/SOCL/POLS 355. 3 sem. hrs. 3 crs.

SOCL 366 (BHSC 366) Medical Ethics

An examination of ethical questions that arise in health care and in the relationship between health care professionals and those they serve, including: the rights of individuals to self-determination and the obligations of health care professionals both to the individuals they serve and to society at large; life as a value and such issues as abortion, euthanasia, and suicide; the questions of mental health and mental illness and the right of the mentally ill; eugenic programs and the possibilities of genetic engineering; the cost of health care and the delivery of health care as a social and political issue. (Previously numbered: SOCL/PSYN/BHSC 266) 3 sem. hrs. 3 crs.

SOCL 370 (BHSC 370, PSYN 370) Statistics for the Social and Behavioral Sciences

A review of the major statistical methods used in summarizing, understanding, and interpreting numerical data and research use of the computer. The course covers a full range of descriptive and inferential statistics including: frequency distributions; measures of central tendency and variability; probability theory; the normal curve model; correlation; and a wide range of statistical tests such as the T test, F test, analysis of variance, and Chi-square. Prerequisites: MATH 105 or placement at the MATH 115, or MATH 116 level or the equivalent. 3 sem. hrs. 3 crs.

SOCL 380–381 Cooperative Education in Sociology I, II

This course is designed to link college with the world of work by assisting students to obtain meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students in Sociology include residential treatment centers, after school programs, shelters, substance abuse programs and hospitals. Students professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience.

SOCL 397 Independent Study in Sociology

Independent study is designed for students interested in areas beyond the scheduled courses. 3 sem. hrs. 3–6 crs.

SOCL 399 (BHSC 399, PSYN 399) Internship in the Social and Behavioral Sciences

Practice experience, program planning and /or research provide the student with an opportunity to interact with children, adolescents, adults, and the elderly and become acquainted with the complexities of administering programs in the human service professions. Field placements will be available in a wide variety of locations such as preschools, day care centers, residential and outpatient drug treatment centers, social service agencies, senior centers, nursing homes, municipal housing projects, community outreach services, and hospitals. A minimum of 120 hours of fieldwork for the semester is required for six credits. A maximum of six credits of fieldwork can be applied to the major. Students meet in small groups with faculty on a regular basis.

SOCL 420 Society and Social Change: Science and Technology

This course provides an overview of social change, internal and external sources, with a focus on the global development of science and technology. Also, it examines modernization and its social consequences from a cross-cultural perspective. There is an emphasis on the role technological advances and science have on the powerful forces (economic, political, ideological, religious) inside and beyond the boundaries of the United States. 3 sem. hrs. 3 crs. (Only open to organizational management students.)

SOCL 426 (BHSC 426, PSYN 426) Classics in the Social and Behavioral Sciences

A guided reading seminar in the social and behavioral sciences utilizing primary source material with critical analysis of such authors as: Allport, Durkheim, Freud, James, Jung, Marx, Skinner, and Weber. Prerequisite: PSYN 210 or BHSC/SOCL 348 or must have completed 12 credits in the major. (Previously numbered BHSC/PSYN/SOCL 370 or BHSC/SOCL 348.) 3 sem. hrs. 3 crs.

SPANISH**APPLIED LINGUISTICS****SPAN 115 Spanish for Communication**

A beginning Spanish course designed to help develop listening and speaking skills in the Spanish language. The course will help students deal with real everyday situations (identifying needs, shopping, seeking medical assistance, gathering information, etc.). The aim of the course is to enable students to understand basic spoken Spanish within the limits of the topics presented in the course, including (but not limited to) business, travel, and social interaction. This course is not open to students who have studied Spanish in high school for more than two semesters or to students who have native or near-native fluency in Spanish. 3 sem. hrs. 3 crs.

SPAN 116 Communicating in Spanish

This course is a continuation of Spanish 115 and is designed to further the progress made by students in developing basic communication skills in Spanish. Students will continue to learn the basic elements of Spanish structure and vocabulary necessary for an ability to communicate in this language. A large emphasis of the course is on speaking and understanding Spanish as it is spoken today in twenty countries in Europe and in the Americas. Prerequisite: SPAN 115 or the equivalent; two years of high school Spanish; or approval of the Language program director. 3 sem. hrs. 3 crs.

SPAN 121 Spanish for Heritage Speakers

This course is designed for students who are heritage speakers of Spanish. This course will strengthen and affirm professional written and conversational skills in Spanish as well give students a clear and systematic understanding of Spanish grammar. 3 sem. hrs. 3 crs.

SPAN 160 translation techniques

This course is designed for students who will be doing translations from Spanish to English and from English to Spanish. These translations can be both written and spoken. Translations can include business, commerce, health care, social work, legal, as well as literary topics. Prerequisite: SPAN 116 or the equivalent. 3 sem. hrs. 3 crs.

SPAN 225 Spanish for Community Services

This course has been designed for police, firemen, social workers, hospital personnel, and teachers. Practice in the language skills and vocabulary necessary for communication with Spanish-speaking people in a variety of everyday situations. Prerequisite: one or two years of high school Spanish or SPAN 115 or the equivalent. 3 sem. hrs. 3 crs.

SPAN 230 La Gramática Española

An intensive review of grammar at the advanced level with application to writings accomplished by students and to materials furnished by the instructor. Oral presentations will also be

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required of the student. The course is taught entirely in Spanish. Prerequisite: SPAN 116 or the equivalent. 3 sem. hrs. 3 crs.

SPAN 265 Reading and Composition

A course designed to facilitate composition in various types of Spanish styles. Geared especially for native speakers but may also be elected by Spanish majors. Prerequisites: SPAN 116 or the equivalent. 3 sem. hrs. 3 crs.

SPAN 275 Beginning Spanish for Business

This course exposes students to the Spanish language used in business, including the terminology and idioms of Spanish business language in special oral and written communication. Emphasis is placed on the structure and content of Spanish business correspondence. Authentic materials are used to give students a contemporary view of business as it is conducted in Hispanic society. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 276 Intermediate Spanish for Business

This course is devoted to the continued development of business language skills, with a focus on the accurate use of business vocabulary and business style. Emphasis is on preparing students to function in Spanish in a business setting via practice of receptive and productive linguistic skills. This course also provides training in cross-cultural communication skills and is designed to help students achieve levels of proficiency to meet foreign language needs for business and international trade. Prerequisite: SPAN 275. 3 sem. hrs. 3 crs.

SPAN 350 International Business in Spanish

An introduction to international business. Topics, which will be studied in English and Spanish, include the international environment, international trade, foreign direct investment, foreign exchange, regional economic integration, the role of the multinational corporation and business strategies. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 355 Introduction to Business Environment in Spanish

An introduction to the major components of the business world. Topics, which will be studied in English and Spanish, include marketing, management, accounting, economics, finance, and their interrelationships. Students will learn how business relates to them in both their personal and professional lives. Prerequisite: SPAN 350 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 372 Spanish Conversation

A course designed to improve oral expression; geared toward everyday conversation and speech patterns. Material includes topics such as fashion, student life, mass media, cuisine, theater and current events. Personality approach through emphasis upon the students' areas of interest. Written work reinforces oral expressions. Prerequisite: SPAN 116 or the equivalent. 3 sem. hrs. 3 crs.

SPANISH CULTURE

SPAN 233 The Culture of the Spanish Golden Age

A study of the many aspects of the sixteenth-and seventeenth-century culture of Spain and its strong influence in the European and Spanish-American world. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 235 Spanish Culture

The student is introduced to the main ideas that have shaped the cultural climate of Spain by readings in the literature and through an appreciation of the art of the country. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 236 Spanish-American Culture

The student is introduced to the main ideas that have shaped the cultural climate of Spanish America by readings in the literature and through an appreciation of the art of the country. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 237 "Preceptiva Literaria" for Hispanic Studies

A required course for all Spanish majors designed to equip the students with the nomenclature of the morphology, syntax, literary genres and figures of speech to get a better appreciation of language and literature in prose and poetry. Practical analysis, related readings and literary reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 238 Introduction to Literary Criticism for Hispanic Studies

A required course for all Spanish majors to serve as an introduction to equip the student with methods and ways to comment on a literary text. Students' literary reports and practical textual commentaries. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 240 Aspects of Caribbean Culture

A study of the main aspects of Caribbean civilization with emphasis on its literature, art and folklore. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 241 Main Currents in Puerto Rican Civilization

A consideration of the main trends in the literature, art, and music of Puerto Rico from the time of the discovery up to the contemporary period. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 256 Spain Today

A course designed to explore the profile of modern day Spain with discussions about the actual scene in the economic, social, and art worlds. Audio-visuals will be used to enhance class lectures. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 258 Spanish-America Today

A course designed to explore the profile of modern day Spanish-American societies with discussions about the actual scene in the economic, social and art worlds. Audiovisuals will be used to enhance class lectures. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 295 Special topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language/9 topic. 3 sem. hrs. 3 crs.

LITERATURE**SPAN 301 Masterworks in the Spanish Language^(co)**

Selected readings from works of outstanding Spanish writers such as Fernando Rojas, Cervantes, Calderon, Inca Sarcilaso, Jose Hernandez, Gabriela Mistral, Neruda, and Borges; with a view of their influence in Spanish-American and world literary movements. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 305 Cervantes and His World

This course introduces the student to the life and times of Cervantes by a reading of his major works: *Novelas Ejemplares* and *Don Quixote*. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 311–312 Main Currents in Spanish Civilization I, II

A course designed to instill a sense of the richness of Spanish civilization through a consideration of its major ideals, from its beginnings to the present day, by readings in and discussion of its history and literature, and references to its art and music. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 325 The Golden Age

An insight into the general characteristics of the period by means of intensive study and analysis. The works of representative authors of the essay, the novel, poetry and theater will be read with emphasis given to the mystical writer. Prerequisites: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 344 Nineteenth-Century Spanish Literature

Readings and discussions of the romantic, post-romantic, realist and naturalist periods in the literature of Spain. Collateral readings and reports. Prerequisites: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 346 "Modernismo" in Spain and Spanish-America

A view of the "modernista movement" in Spanish and Spanish-American letters; its characteristics and its most representative writers, with special attention given to Ruben Dario and Jose Marti. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 347 The Generation of 1898

Readings and discussion of the works of Unamuno, Ganimet, Baroja, Azorin, Machado, Valle-Inclan among others. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 348 The Generations of Ortega y Gasset and Garcia Lorca

Readings and discussions of the works of Ortega y Gasset, Garcia, Lorca and authors of their respective generations. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 349 Contemporary Spanish Literature

A study of the development of Spanish literary movements in the areas of poetry, the novel, the theater and the short story. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 351–352 Main Currents in Spanish-American Civilization I, II

A consideration of Spanish-American geography, history, literature, art, music, religion and folklore, from prehistoric times to the present day, with lectures, readings, motion pictures relating to the cultural contribution of Spanish-America to Western Civilization. Collateral readings and reports. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 359 Spanish-American Black Literature

A study of the black poetry and prose of Spanish-American with an emphasis on the works of Luis Pales Matos, Nicolas Guillen, Gertrudis Gomez de Avellaneda and others. Prerequisite: SPAN 116 or permission of the instructor. 3 sem. hrs. 3 crs.

SPAN 397 Independent Study in Spanish

The life and works of an outstanding author. Guided readings and discussion of the works of the author chosen by the student after consultation with the seminar director; a presentation of the results of such study required. Prerequisite: SPAN 116 and SPAN 265 or permission of the instructor. 3 crs.

SPEECH COMMUNICATION

SPCM 110 Oral Communication

Study of the nature of speech, sound production, and communication production, and communication process; practical experience in the skills of the oral communication process. *Prerequisite:* Placement at ENGL 111 level Online SPCM 110: Student must verify legal residence outside 100 mile radius of Mercy College campus during semester in which enrolling for the course. 3 sem. hrs. 3 crs.

SPCM 110 is a prerequisite for all Speech courses numbered 210 and above. CMDS 210–499 and SPCM 230–295 are major-level courses.

SPCM 190 Honors Speech

This course examines the physical and physiological features of voice and speech production and factors related to active listening. It will provide practice and in organizing and presenting speeches for various purposes, including persuasion. Aristotelian principles of rhetoric will be applied to contemporary controversial issues, identified and analyzed by students. May replace general education requirement SPCM 110. 3 sem. hrs. 3 hrs. 3 crs.

SPCM/COMM 200 Interpersonal Communication

What are the different challenges of communicating one-on-one as well as within large groups? What does our nonverbal language — our styles and body language — really express to the outside world? Students will develop an intrapersonal perspective to critically evaluate their interpersonal communications and relationships, as well as the various issues surrounding human interaction. An emphasis will be placed on the functions of human communication, the development of the “self,” conversation dynamics and skills, relationship development, conflict management strategies, and other subjects. *Prerequisites:* ENGL 111, SPCM 110. 3 sem. hrs. 3 crs.

SPCM 219 (PSYN 219) Group Behavior

The course addresses the theory and research of groups, as well as actual group experiences. This course is conducted partially as a workshop to promote interaction, leadership, solidarity and problem solving. *Prerequisites:* SPCM 110; PSYN 101. 3 sem. hrs. 3 crs.

SPCM 230 (CMDS 230) Speaking for Success

Study and practice of the skills needed for control of voice production and diction, (articulation, pronunciation, intonation, prosody). Emphasis will be placed on phonetics and ear. 3 sem. hrs. 3 crs.

SPCM 246 (MEDA 246) Elements of Theatre

Students are taught to appreciate the many elements that come together to create the total theatre experience. Beginning with the cultural impulses toward theatrical expression, through the development of written texts, the spoken word, acting and movement, the use of color, lighting, and the stage space and extending to the aftermath of performance to reviews, students will recognize the multi-dimensional, multi-layered nature of the theatrical event. They will be introduced to the responsibilities of the actor, the director, and the critic in this exploration of theatre production and its all-important audience. Attendances at professional and amateur performances supplement the classroom experience. 3 sem.; hrs. 3 crs.

SPCM 249 Persuasion

Study and practice in the art of persuasive techniques. How to reinforce or change the existing attitudes or beliefs of the listener. 3 sem. hrs. 3 crs.

SPCM 250 (PSYN 250) Psychology of Communication

The course will examine the nature of the communication process in terms of its ultimate purpose of social control. Emphasis will be placed on self-awareness and the “gap” quality of communication. Values, self-concept, listening, verbal and nonverbal language and perceptions will be evaluated as communicating agents. *Prerequisite:* PSYN 101, except for organizational management students. 3 sem. hrs. 3 crs.

SPCM 259 (ENGL 259) Oral Performance of Literature

Principles of and practice in the oral presentation of prose, poetry, and drama with a focus on understanding and control of voice production and diction. 3 sem. hrs. 3 crs.

SPCM 295 Topics in Speech Communication

Issues selected from the broad field of Speech and Communication Arts in response to particular interests of students and faculty. Providing an opportunity for examination of subjects not already the focus of other courses, and to make available an instructor's special knowledge. 3 sem. hrs. 3 crs.

SPCM 370 (COMM 370) Effective Presentations

This course focuses on the principles and techniques of preparing and delivering oral presentations. Students will practice a variety of speech forms and styles used in business and will have the opportunity to critique their own videotaped performance. The preparation and effective use of accompanying visuals will also be covered. *Prerequisite:* SPCM 110. 3 sem. hrs. 3 crs

SPORT MANAGEMENT

SPMG 300 Foundations of Sport Management

This course will provide students with an introduction to the sports industry, theories of recreation and leisure, planning, policy-making, program evaluation, budgeting and public relations. It provides an overview of the responsibilities of those involved in the sports industry, (interscholastic, intercollegiate and professional) as well as how general management principles apply to the industry. Topics include a business overview, historical development, organizational development, research methodology, and the psychology of sport. Strong emphasis is placed on the future development of sport and career opportunities. *Prerequisite:* MGMT 225. 3 sem. hrs. 3 crs.

SPMG 330 Sport Marketing

This course focuses on the marketing mix and its unique application to the sport enterprise. It is designed to give students an understanding and appreciation for the marketing process as it relates to sports. Emphasis is on sales and marketing strategies for professional, intercollegiate, and amateur sports, as well as on health and athletics facilities, and special events. Special topics will include the development of a marketing strategy, promotion, sponsorship, sales, advertising and licensing. The course also deals with ethical issues and international sport marketing. *Prerequisite:* MKTG 220. 3 sem. hrs. 3 crs.

SPMG 336 Sport Law

This course explores the application of legal issues to the sport enterprise and allows students to develop a familiarity with legal terminology. Upon completion, students will have a basic knowledge of a wide range of principles relating to agency, tort, contract, labor/union, and constitutional law. This course is designed for students interested in the growing problems of sports litigation. Specific topics include; due process, anti-trust, free speech, coed competition, duty of ordinary care and of care owed athletes and spectators, injuries, assumption of risk and contributory negligence. The course stresses the application of the principles of law to the sports setting. Actual court cases relating to these principles are examined. *Prerequisites:* BLAW 240 and SPMG 300. 3 sem. hrs. 3 crs.

SPMG 399 (FINC 399, INBU 399, MGMT 399, MKTG 399, SPMG 399) Internship in Business

The internship is designed as a "real-life" work experience working within a sport organization. Involvement in operational areas of the organization allowing students to consolidate knowledge, apply skills and techniques, and organize a philosophical framework vital for success in their chosen field. Internships have also become the distinguishing factor in recruitment selection amongst new graduates by employers. The skills students will acquire from the internship program will enhance their business knowledge and solidify their management skills. The student must complete a minimum of 150 hours of work at the site of the internship. *Prerequisites:* Completion of 60+ credits, minimum of a 3.0 GPA, three SPMG courses must be completed and/or enrolled in at the time of the internship. 3 sem. hrs. 3 crs.

SPMG 430 Sport Facility and Event Management

This course provides the students with an overview of all elements involved in sport event and facility management. Topics include: planning and design, services management, marketing and PR, maintenance, funding, operations, administration and legal aspects. Students will be asked to plan and conduct an event on campus. Includes visits to major sport facilities. *Prerequisites:* MGMT 225, MKTG 220, FINC 235, SPMG 300. 3 sem. hrs. 3 crs.

SPMG 432 Sport Finance and Administration

This course provides a foundation in the application of financial methods and procedures for sport enterprises. Topics include: the development and management of budgets, financial strategies for debt service, ticket and concession sales, corporate sponsorship, licensing sport merchandise, fund raising, and franchising. This course discusses the financial concepts and theories and their application in the professional, intercollegiate, and commercial sport industries. The student will also study the various activities involved in sport financial administration. *Prerequisites:* FINC 235, SPMG 300. 3 sem. hrs. 3 crs.

SPMG 434 Sport and Society

This course examines the relationship between sport and society. Students will develop an understanding of how sports, professional and amateur, can influence social life. The course also addresses social issues from within the sports world, how they are perceived, and how fans respond to them. The various perceptions and social limits of sport across diverse cultures will also be studied. It will also examine the social and cultural history of sports and its influence on our social institutions, such as politics, the economy and government. Highlighted will be issues such as race, gender, deviance and social problems, and youth socialization in relationship with sports. *Prerequisites:* SOCL 101, SPMG 300. 3 sem. hrs. 3 crs.

SPMG 450 Applied Research Analysis in Sport Management

Senior level discipline course for students specializing in sport management. Students will develop their own sport facility using what they have learned in previous sport management classes. Students will conduct research and design a facility that meets the wants and needs of sport consumers. *Prerequisites:* ENGL 112; SPMG 300; SPMG 330; SPMG 430; SPMG 432 or SPMG 335. 3 sem. hrs. 3 crs.

THEATRE AND FILM**SPCM 144 (ARTT 144) Understanding Movies**

A basic overview of the historical development of film with an emphasis upon the aesthetic elements of cinema, its particular terminology and interrelationships with other arts. Students will discover how to read films through selected readings, screenings and written reports. 3 sem. hrs. 3 crs.

SPCM 244 (ARTT 244) Topics in Film

The study of selected film topics through viewing, in-class analysis and discussion. Topics range from significant directors, producers, and cultural issues reflected in various films, to historical periods and special film genres. *Prerequisite:* Placement at ENGL 111 level. 3 sem. hrs. 3 crs.

SPCM 245 (ARTT 245) Film and Videotape Production

A practical course in filmmaking. Introduction to the techniques and vocabulary of film production. Each student produces, directs and edits a short film of his own design. 3 sem. hrs. 3 crs.

SPCM/MEDA 246 Elements of Theatre

Students are taught to appreciate the many elements that come together to create the total theatre experience. Beginning with the cultural impulses toward theatrical expression, through the development of written texts, the spoken word, acting and movement, the use of color, lighting, and the stage space and extending to the aftermath of performance to reviews, students will recognize the multi-dimensional, multi-layered nature of the theatrical event. They will be introduced to the responsibilities of the actor, the director, and the critic in this exploration of theatre production and its all-important audience. Attendances at professional and amateur performances supplement the classroom experience. 3 sem. hrs. 3 crs.

SPCM 262 (MEDA 262) Introduction to Acting

Students explore the basis of acting in the reality of doing. The course aims to facilitate an encounter between the student-actor and those personal impulses that happen within the

collaborative framework of the classroom-theater. Emphasis is placed upon gaining an understanding of the actor's primary instrument for performance, himself, while developing a basic technique for working within the context of a theatrical performance. 3 sem. hrs. 3 crs.

SPCM 263 (MEDA 263) Scene Study

Provides opportunity for students to learn and practice the skills actors need in order to live truthfully, moment-to-moment in the given imaginary circumstances of a scene. Scenes from the classics and from contemporary dramatists will be studied. *Prerequisite:* SPCM 262 (JOUR 262) or permission of instructor. 3 sem. hrs. 3 crs.

SPCM 265 (ENGL 265) Introduction to Play Writing

This course will offer a step-by-step practical guide for the budding playwright from idea or scenario through to a finished one act play. We will focus on developing full characters within articulate environments and illustrating concepts through dramatic situations. 3 sem. hrs. 3 crs.

SPCM 282 (MEDA 282) Play Directing

Students experience first-hand the process of directing theatrical productions from conception through completion while assimilating the principles that control the manner of their art and craft. 3 sem. hrs. 3 crs.

SPCM 397 Independent Study

Practical "experience-oriented" projects in theatre or film. Students may elect to study acting, directing, set-design, lighting, costume design, construction, film production, writing for film or theatre, publicity and management of theatre, fund-raising and producing the play or film, or in-depth study of outstanding theatrical or film personalities (director, authors, performers). Independent study projects may also be done in conjunction with Mercy College Players, and in certain instances a written and/or oral report may be required by the instructor to supplement the work done in performance by the student. 3 crs.

VETERINARY TECHNOLOGY

Students in the Veterinary Technology major concentration must earn a minimum letter grade of C or better in all Veterinary Technology and natural science courses. Students must maintain a 2.5 cumulative GPA in Veterinary Technology courses for admittance into clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396, VETC 399 and VETC 445.

Students in the Veterinary Technology Program with a Specialization in Pre-Veterinary Medicine must earn a minimum grade of B or better in all natural science and Veterinary Technology courses. Students must maintain a 3.2 cumulative GPA in veterinary and natural science courses for admittance into clinical courses. Recommendations and/or evaluations will not be considered for pre-veterinary medicine majors with a minimum cumulative GPA of less than 3.2 in Veterinary Technology and Natural Science courses.

Students enrolled in the Veterinary Technology major or the Veterinary Technology major with the Pre-Veterinary Medicine specialization may not repeat a course required in the curriculum more than once.

Students who receive an unsatisfactory evaluation in any category or required skill in clinical courses VETC 241, VETC 247, VETC 260, VETC 395, VETC 396 or VETC 445, or who are dismissed from any externship site, will have their records reviewed by the Veterinary Technology Faculty. The faculty will determine if the student will be given the opportunity to repeat the experience in a future semester, and/or be placed on probation, or be dismissed by the Program.

VETC 101 Introduction to Veterinary Science

This course is an introduction to the veterinary profession. It provides students with an overview of veterinary science and technology. Subjects pertinent to all the veterinary

sciences are discussed, with brief introductions to medical terminology, anatomy, physiology, pharmacology, behavior, exotics and pathology. *Prerequisite:* Placement at the ENGL 111 level. Corequisite MATH 116. 3 sem. hrs. 3 crs.

VETC 140 Veterinary Management

This course introduces students to management theory applicable to clinical veterinary practice and the research laboratory. Management techniques, inventory procedures, medical records, personnel management, safety, regulatory matters, laws and ethics, and the psychology of client relations are covered. *Prerequisite:* VETC 101. 3 sem. hrs. 3 crs.

VETC 220 Pharmacology and Toxicology^(cc)

A study of the fundamental principles of pharmacology and toxicology. Students are acquainted with the clinical application of drugs in current veterinary practice, including mechanisms of action, therapeutic uses, contraindications, common adverse effects and drug interactions. Emphasis is placed on regulations and safety; weights and measures; medication orders; dosage calculations; administration routes and methods; and preparing, labeling and dispensing medications. *Prerequisites:* VETC 101, VETC 256; VETC 256A; VETC 261; CHEM 160; CHEM 160A. 4 sem. hrs. 4 crs.

VETC 224 Clinical Laboratory Techniques

This course examines clinical laboratory techniques, particularly relating to blood chemistry, hematology, urinalysis, and parasite identification. Emphasis is placed on understanding and interpretation of both normal and abnormal laboratory results. *Prerequisites:* VETC 101; Corequisites: VETC 256; VETC 256A; VETC 261; CHEM 160; CHEM 160A; BIOL 265; BIOL 265A. 4 hrs. lect., 4 crs.

VETC 224A Clinical Laboratory Techniques Laboratory

This laboratory course is designed to complement concepts taught in the VETC 224 lecture course. *Corequisite:* VETC 224; *Prerequisites:* VETC 101; VETC 256; VETC 256A; VETC 261; CHEM 160; CHEM 160A; BIOL 265; BIOL 265A. 3 hrs. lab. 1 cr.

VETC 225 Animal Handling and Restraint

In this course, students acquire knowledge of and gain hands-on experience in the safe and effective handling and restraint of animals. Appropriate techniques are demonstrated and performed using live animals, including dogs, cats and exotic species. Lecture includes husbandry requirements and theory related to the safe handling of a number of species. *Prerequisites:* VETC 101; VETC 256; VETC 256A; VETC 275; BIOL 160; BIOL 160A; BIOL 161; BIOL 161A. 3 sem. hr. 3 cr.

VETC 241 Small Animal Diseases: Principles of Treatment and Nursing

Nursing skills required of the veterinary technologist are taught. Principles of medical nursing, including emergency and critical care are discussed. This course includes a general study of diseases, their definition, etiology, pathogenesis, clinical signs, diagnosis, prevention and treatment. *Prerequisites:* VETC 220; VETC 224; VETC 224A; VETC 225; VETC 256; VETC 256A; VETC 261. Corequisites: VETC 241A; VETC 247; VETC 247A; VETC 445. 3 crs.

VETC 241A Small Animal Diseases: Principles of Treatment and Nursing Laboratory

This laboratory course is designed to complement concepts taught in the VETC 241 lecture course. Medical nursing instruction features hands-on experience with live animals and models. *Prerequisites:* VETC 220; VETC 224; VETC 224A; VETC 225; VETC 256; VETC 256A; VETC 261. Corequisites: VETC 241; VETC 247; VETC 247A; VETC 445. 3 hrs. lab. 1 cr.

VETC 247 Surgical Nursing and Radiography

Nursing skills required of the veterinary technologist are taught. Principles of surgical nursing, including routine surgical procedures and equipment, asepsis, positioning and surgical assistance are covered. This course provides instruction on fundamentals of anesthesia and analgesia, including preoperative, intraoperative, and postoperative care. Basic principles of

radiography, including digital, are presented with emphasis on radiation safety measures and proper maintenance of radiographic equipment. *Prerequisites:* VETC 220; VETC 224; VETC 224A; VETC 225; VETC 256; VETC 256A; VETC 261. *Corequisites:* VETC 241; VETC 241A; VETC 247A; VETC 445 3 hrs. lect., 3 crs.

VETC 247A Surgical Nursing and Radiography Laboratory

This laboratory course is designed to complement concepts taught in the VETC 247 lecture course. Practicums feature hands-on experience with live animals and models. *Prerequisites:* VETC 220; VETC 224; VETC 224A; VETC 225; VETC 256; VETC 256A; VETC 261. *Corequisites:* VETC 241; VETC 241A; VETC 247; VETC 445 3 hrs. lab. 1 cr.

VETC 256 Anatomy of Domestic Animals

This course provides students with a sound working knowledge of mammalian anatomy. Topographical, applied and clinical anatomy of the cat and dog are presented with emphasis placed on the relationship between anatomical structure and function. Functional adaptation in mammals will be explored by comparative study of common domestic animals: cat, dog, cow, and horse. A review of avian species will provide further understanding of structure and function. *Prerequisites:* VETC 101; BIOL 160; BIOL 160A; BIOL 161; BIOL 161A. *Corequisite:* BECT 256A. 3 hrs. lect., 3 crs.

VETC 256A Anatomy of Domestic Animals Laboratory

This course is designed to complement concepts taught in the VETC 256 lecture course. Students study skeletal materials from domestic animals and complete dissections of the cat. Organs from other species may be dissected as well. *Prerequisites:* VETC 101; BIOL 160; BIOL 160A; BIOL 161; BIOL 161A., *Corequisite:* VETC 256A, 3 hrs. lab. 1 cr.

VETC 260 Principles of Large Animal Medicine

This course introduces students to fundamental large animal nursing skills and husbandry. Students learn to properly restrain, conduct a physical examination, and administer medication to farm animal species. *Prerequisites:* VETC 220; VETC 224; VETC 224A; VETC 225; VETC 241; VETC 241A; VETC 247; VETC 247A; VETC 256; VETC 256A; VETC 261; VETC 445. 4 crs. *Note:* Preference for registration in this course will go to graduating seniors. Students should anticipate taking the didactic portion of this course online during the spring semester followed by a one-week, hands-on portion at SUNY-Delhi in the summer.

VETC 261 Physiology of Domestic Animals

A comparative study of the physiological mechanisms, functions, and metabolism of the organ systems within the body. A regional approach is used to study the various classes of domestic animals including canine, feline, equine, ruminants, and swine. *Prerequisites:* BIOL 160; BIOL 161; CHEM 160; VETC 101. *Corequisite:* VETC 225. 4 sem. hrs. 4 crs.

VETC 275 Applied Animal Behavior

In this course, students learn techniques of animal training, including proper selection and socialization of animals. Behavioral problems, causes and approaches to treatment will be discussed. Students learn to read emotional and aggressive signs in dogs and cats with safety as a priority. *Prerequisite:* VETC 101. 3 sem. hrs. 3 crs.

VETC 380–381 Cooperative Education in Veterinary Science I, II

This course is designed to link college with the world of work by assisting students in obtaining meaningful, academically relevant work experiences directly related to their career goals. Possible placement sites for students include veterinary practices and laboratory animal facilities. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. *Prerequisites:* VETC 101; VETC 225; VETC 256; VETC 275; BIOL 160; BIOL 161; CHEM 160. 3 crs. per sem.

VETC 395 Externship I

The student participates as a veterinary technology extern in an approved small animal practice for a minimum of 45 days, consisting of eight hours each, or a total of 360 hours. The student is to achieve competency in skills and decision-making abilities commensurate with

the Committee on Veterinary Technician Education and Activities (CVTEA) requirements. Twenty-seven contact hours with the instructor are scheduled for lecture, demonstration and student participation. Registration with the permission of the program director. *Prerequisites:* VETC 101; VETC 220; VETC 224; VETC 225; VETC 256; VETC 261; VETC 241; VETC 247; VETC 275; VETC 445. 6 crs. per sem.

VETC 396 Externship II

Following satisfactory completion of VETC 395 Externship I, the student participates as a veterinary technology extern in their field of interest in a small animal specialty/referral practice for a total of 360 hours. Options include advanced surgical nursing and anesthesia, emergency and critical care, imaging, internal medicine, neurology, oncology, ophthalmology and physical rehabilitation. Alternatives to a small animal practice include zoo animal medicine, laboratory animal medicine and equine practice. The student is to achieve competencies in skills and decision-making abilities commensurate with the Committee on Veterinary Technician Education and Activities requirements. Twenty-seven contact hours with the instructor are scheduled for lecture, demonstration and student participation. Registration with the permission of the program director. *Prerequisites:* VETC 101; VETC 220; VETC 224; VETC 225; VETC 256; VETC 261; VETC 241; VETC 247; VETC 275; VETC 395; VETC 445. 6 crs. per sem.

VETC 399 Externship III

This externship may be arranged on a competitive basis for exceptional students pursuing a specific career track who desire advanced specialty training in their chosen area. Registration with the permission of the program director. *Prerequisites:* VETC 101; VETC 220; VETC 224; VETC 225; VETC 256; VETC 261; VETC 241; VETC 247; VETC 275; VETC 395; VETC 396; VETC 445. 3–6 crs. per sem.

VETC 445 Fundamentals of Animal Research

The study of laboratory animals as integral parts of biomedical research. Rats, mice and rabbits are studied in regard to husbandry, sex identification and reproduction, handling and restraint, drug administration, injection and blood collection methods, anesthesia, common diseases and necropsy. A major emphasis of the course is an overview of laws and regulations governing animal research and a thorough understanding of the proper care and use of research animals. Course given at New York Medical College, Valhalla, NY. *Prerequisites:* VETC 101; VETC 220; VETC 224; VETC 225; VETC 256; VETC 261; BIOL 265. *Corequisites:* VETC 241; VETC 247. 3 sem. hrs. 3 crs.

The Mercy College PACT

PACT Program

Mercy College believes in a student-first philosophy, which means individualized attention, uniquely tailored opportunities and innovative educational programs. The Mercy College Personalized Achievement Contract (PACT) is a visionary program that exemplifies our commitment to our students and is dedicated to supporting them academically, personally and professionally.

Mercy College PACT Program highlights include:

- An exceptional level of one-on-one engagement with Mercy PACT mentors who are cross-trained to guide students toward academic achievement, work-life skills and a successful career trajectory.
- Continuous opportunities to hone professional development and workplace readiness through training in communication skills, public speaking and leadership.
- Spotlight on career preparation that results in measurable expansion of opportunities for job placement and success.

The PACT maximizes personal success through a comprehensive collaboration between the student and Mercy College. PACT students are provided professional mentors who facilitate integrated support for academic, career and personal growth and whose sole purpose is to meet the interests, needs and goals of the student. Each mentor is trained in the areas of academic advising, student life, financial aid, career preparation and leadership skills. Together, student and mentor create a customized plan designed to enhance the student's overall long-term success.

From the start, PACT mentors work with accepted students and their families to assist with the enrollment process, including financial aid, course registration and housing to foster a seamless transition to college. The mentor continues to build a close relationship with the student, serving as the student's point person for all aspects of campus life from enrollment to employment. The customized plan and personalized guidance provided to PACT students keeps them focused on academic achievement, campus engagement, and career readiness, preparing each PACT student to be the best candidate for graduate school or the career of his or her choice.

To learn more, call a PACT mentor at 914-674-PACT (7228) or visit our website at www.mercy.edu/pact.

Special Academic Opportunities

HONORS PROGRAM

The Honors Program at Mercy College offers unique preparation for high-achieving students through exceptional academic challenges, an enriched learning experience and engaging co-curricular activities.

The Honors curriculum brings together talented students and distinguished faculty in small classes created to foster creativity and independent thought. The supportive faculty of the program — many of whom are Fulbright scholars, published authors and leading practitioners — encourage students to achieve at a higher level as well as to develop strong competencies in critical thinking, oral and written communication, and qualitative reasoning. Scholars participate in the classroom with open discussion and enhanced professor-student interaction.

The Honors Program activities are selected to expand students' awareness of the cultural, social and historical diversity of the world. Honor students are invited to participate in exclusive seminar opportunities with world leaders, academic scholars and industry executives.

Program Requirements

Admission to the Mercy College Honors Program is highly competitive and by invitation only. Qualified freshmen (and a small number of incoming transfer students) are selected during the Mercy College application process. Selection is based on previous academic achievement. Letters of invitation are offered following acceptance to Mercy College.

Students are selected on the basis of motivation and previous academic achievement.

Once accepted into the Program, students must maintain an honors GPA of 3.2 and an overall GPA of 3.2 to maintain participation. Students may be given one probationary semester if the GPA falls under the requirement. If the GPA is not improved accordingly, the student must discontinue participation in the Program.

Incoming Freshmen

To graduate with Honors (as noted on the student transcript), freshmen students entering the college with 0–15 credits are required to take at least four Honors courses in General Education and four upper-level honors courses, for a total of 24 honors credits. The four additional courses may include Honors Contracts or Independent Study in the major, Study Abroad, Internships, Undergraduate Thesis I and Undergraduate Thesis II (six credits) or graduate level course work.

Transfer student

To graduate with Honors (as noted on the student transcript), transfer students entering the program with 16 or more credits must complete 15–18 credits in Honors. Transfer students may choose honors courses to complete any remaining general

education requirements. At least four honors courses must be at the upper level, which can include Honors Contracts or Independent Study in the major, Study Abroad, Internships, Undergraduate Thesis I and Undergraduate Thesis II (six credits) or graduate level course work.

Honors Medallion Society

Each year applications from Honors students will be evaluated for consideration for induction into the Honors Medallion Society in recognition of outstanding academic achievements, community engagement, and/or leadership.

Honors Fellows

Each year applications from Honors students will be evaluated for consideration for selection as Honors Fellows. Honors Fellows will be provided the opportunity to be a student ambassador acting as a liaison between Mercy College and students, alumni/ae, and the public.

Applications for the Honors Medallion Society and the Honors Fellows Program should be submitted to the Director of the Honors Program at HonorsDirector@mercy.edu.

Thesis Workshop I and II

College Scholar project give students the opportunity to explore in-depth an area of special interest and to make a contribution to learning in that area. Each College Scholar works with a faculty advisor in designing and implementing a six-credit senior-level project culminating in a thesis (490–491 Thesis Workshop I, II). The College Scholar experience is excellent preparation for graduate school since it draws upon previous learning and represents a notable advance in a field of study.

Generally the chair of a student's program and a faculty mentor make nominations. Typical candidates are highly motivated students who are able to work independently, who can supply their own structure, and who can assume responsibility for a long term assignment. Each College Scholar works with one or more faculty advisors to design and implement a six-credit senior-level project showing original work and culminating in a thesis.

The six credits are earned over the period of two semesters, usually an academic year. Each student will have a thesis committee composed of the faculty advisor, the College Scholars program director (CSPD) and two faculty members selected jointly by the Scholar and advisor, with the approval of the College Scholars program director. The committee members will advise the student and review and evaluate all work including the completed project. The final grade is the responsibility of the mentor and program director. College Scholars who successfully complete their projects graduate "With Distinction."

Requirements for Nomination

- GPA of 3.2 or higher
- Declared Major

For more information about the Mercy College Honors Program contact the Director of the Honors Program at HonorsDirector@mercy.edu Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7582.

GRADUATE STUDIES

Graduate Advisement

Students who are interested in applying to graduate schools should seek the assistance of their department chairperson or program head, as well as their OSS/PACT/COP mentor. Students may also utilize the reference library maintained by the Career Services Center, which provides graduate school data and catalogs and which will assist students in applying for graduate fellowships and assistantships.

Graduate Studies for Seniors

Undergraduate students who are not registered for a dual degree program and have completed at least 90 credits with a cumulative GPA of 3.0 or above and who satisfy other admissions requirements may enroll in one graduate course per semester for a total of six credits during their senior year. Graduate courses may not count towards the residency requirement for the major or for program honors. Students who meet the eligibility requirements must get approval from the graduate program director and department chairperson. An Authorization Form is available from any School Dean's office.

Full-time undergraduate students who receive permission to take graduate courses will be charged the undergraduate tuition rate for the graduate courses. If the student is part-time, the graduate rate will be charged for graduate courses and the undergraduate rate for undergraduate courses. Students receiving financial aid in the form of grants and/or loans should confirm that the additional charges will be covered by their aid by speaking to a Student Services Counselor.

For additional information concerning Graduate Programs at Mercy College, please refer to the *Mercy College Graduate Catalog*.

CERTIFICATE PROGRAMS

Admission

Certificate Programs are designed to meet the career needs of self-directed, mature students who are interested in acquiring knowledge and skills that will promote their professional objectives. They are open to all qualified applicants whose academic preparation and/or appropriate work experience indicate potential for successful completion of the program.

Applicants seeking admission to Certificate Programs must have a high school diploma.

Applicants seeking admission to Certificate Programs in Computer Science, General Business Administration, Accounting, Management and Marketing must also pass the Mathematics Placement examinations at the MATH 105 level.

Applicants seeking admission to Certificate Programs should contact the Office of Admissions. Matriculated students need only submit a formal application. A student who has completed the requirements for a Certificate may not apply for that Certificate after graduation.

Registration

Upon admission to the program, applicants for Certificate Programs may register for courses on a part-time basis at any of the College's campuses.

Requirements for the Certificate Program

All students, both matriculated and non-matriculated, must apply for admission into the Certificate Program. All students are required to maintain a minimum GPA of 2.0 in the Certificate Program being pursued. Upon successful completion of the specific curriculum requirements for a given program, students must apply for the actual certificate.

All credits earned in a Certificate Program are applicable toward the Associate's and Bachelor's degrees. A maximum of six credits in transfer will be allowed toward a certificate. Ordinarily students pursuing a degree program in a related area will not be allowed to use the courses taken in such a program to satisfy the requirements for a certificate.

Certificate Program Fees

- Application Fee (Non-Matriculated students only) \$10.00
 - Certificate Completion Fee (per Certificate) \$16.00
- Certificates are issued in February, May and August.*

Certificate Programs Offered

All certificate programs are offered at the main campus in Dobbs Ferry (DF). In addition, certain certificates are offered at the branch campuses in Yorktown Heights (YH), the Bronx (BX) and Manhattan (MT).

Effective July 1, 2011, the United States Department of Education requires colleges and universities to disclose information about their Gainful Employment programs. Gainful Employment programs include any Title IV financial aid eligible certificate program that "prepares students for gainful employment in a recognized occupation."

Mercy College's Gainful Employment programs include only the certificate programs: Management Accounting, Public Accounting, Child Care, General Business Administration, Gerontology, Health Services Management, Management, Marketing, and Substance Abuse Counseling. Information about the Gainful Employment programs offered at Mercy College can be found at <https://www.mercy.edu/academics/degrees-and-programs/certificate-programs/>.

MANAGEMENT ACCOUNTING I (5002) (DF, BX, YH)

Ten courses (30 credits)

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II

ACCT 250 Cost Accounting^(cc)

ACCT 261 Computer Applications for Accountants

ACCT 410 Accounting Information Systems or

ACCT 450 Advanced Management Accounting

ECON 125 Statistical Applications for Business Decision Making

FINC 235 Financial Management

MATH 116 College Algebra

Prerequisite: None.

A maximum of 15 transfer credits can be accepted for the Management Accounting Certificate Program. However, as to Accounting courses, transfer credits can be accepted only for Introduction to Financial Accounting (ACCT 120), Introduction to Management Accounting (ACCT 121), and/or Intermediate Accounting I (ACCT 240).

GENERAL ACCOUNTING I (5002) (DF, BX, YH)

Six courses (18 credits)

ACCT 120 Introduction to Financial Accounting

ACCT 240 Intermediate Accounting I

ACCT 241 Intermediate Accounting II^(cc)

ACCT 340 Introduction to Federal Income Taxation

MATH 116 College Algebra

MATH 120 Introduction to Computers and Application Software

Prerequisite: None.

A maximum of six transfer credits can be accepted for the General Accounting I Certificate Program. However, as to Accounting courses, transfer credits can be accepted only for Introduction to Financial Accounting (ACCT 120).

GENERAL ACCOUNTING II (5002) (DF, BX, YH)

Six courses (18 credits)

ACCT 121 Introduction to Management Accounting

ACCT 250 Cost Accounting

ACCT 330 Advanced Accounting^(cc)

ACCT 341 Advanced Federal Income Taxation

BLAW 240 Business Law I

BLAW 340 Business Law II

Prerequisite: General Accounting I Certificate or equivalent.

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A maximum of six transfer credits can be accepted for the General Accounting II Certificate Program. However, as to Accounting courses, transfer credits can be accepted only for Introduction to Management Accounting (ACCT 121).

PUBLIC ACCOUNTING (5002) (DF, BX, YH)

Ten Courses (30 credits)

ACCT 261 Computer Applications for Accountants

ACCT 320 Governmental, Not-for-Profit and Other Special Topics

ACCT 420 Auditing^(cc)

ACCT 430 Topics from Professional Examinations in Accounting

ECON 125 Statistical Applications for Business Decision Making

ECON 220 Macro-Economics

ECON 221 Micro-Economics

FINC 235 Financial Management

and two additional three-credit courses with a prefix of ACCT (Accounting), BLAW (Law), FINC (Finance), MGMT (Management), and/or MKTG (Marketing). Cooperative Education courses may not be used toward the Public Accounting Certificate.

Prerequisites: General Accounting I and General Accounting II Certificates or equivalent. A maximum of 15 transfer credits can be accepted for the Public Accounting Certificate Program. However, as to Accounting courses, no transfer credits can be accepted.

CHILD CARE (5503) (DF, BX)

Nine courses (30 credits)

PSYN 101 Introduction to Psychology

SOCL 101 Introduction to Sociology

PSYN 254 Child Psychology

BHSC/PSYN/SOCL 244 Social Psychology

PSYN/SOCL 173 Perspectives on Parenting

PSYN/SOCL 202 Ethics and the Family

PSYN 257 Psychology of the Exceptional Child

PSYN/BHSC 267 Strategies for Child Care Providers^(cc)

and one of the following six credit field experiences:

BHSC/PSYN/SOCL 399 Internship in the Social and Behavioral Sciences

PSYN 380–381 Cooperative Education in Psychology I & II

SOCL 380–381 Cooperative Education in Sociology I & II

BHSC 380–381 Cooperative Education in Behavioral Sciences I & II

CRIMINAL JUSTICE (5505) (DF, BX, YH)

Five courses (15 credits)**

CRJU 102 Introduction to the Criminal Justice System

CRJU 104 Introduction to Corrections

CRJU 301 Constitutional Law and Criminal Justice^(cc)

and two CRJU courses numbered 120 or above.

*** Optional internships are available in appropriate subject areas as indicated.*

GENERAL BUSINESS ADMINISTRATION (5001) (DF, BX, YH)

10 courses (30 credits)

- ACCT 120 Introduction to Financial Accounting^(cc)
- ACCT 121 Introduction to Management Accounting
- ECON 125 Statistical Applications for Business Decision Making
- ECON 220 Macro-Economics
- ECON 221 Micro-Economics
- FINC 235 Financial Management
- BLAW 240 Business Law I
- MATH 116 College Algebra
- MGMT 225 Principles of Management
- MKTG 220 Principles of Marketing

GERONTOLOGY (5506.2) (DF, BX, YH)

Nine courses (30 credits)

- PSYN 101 Introduction to Psychology
- BHSC/SOCL 202 Ethics and the Family
- PSYN 315 Aging and Mental Health
- PSYN 239 Adult Development and Aging
- SOCL 101 Introduction to Sociology
- SOCL 244 Social Psychology
- SOCL 271 Medical Sociology: Health Care in Modern Society
- BHSC/PSYN/SOCL/SOWK 325 Strategies for Elder Care Providers^(cc)
and one of the following six-credit field experiences:
- BHSC/PSYN/SOCL 399 Internship in Behavioral Science
- PSYN 380–381 Cooperative Education in Psychology
- SOCL 380–381 Cooperative Education in Sociology
- BHSC 380–381 Cooperative Education in Behavioral Sciences I & II

HEALTH SERVICES MANAGEMENT (5299) (BX, DF, YH)

Eleven Courses (36 credits)

- PSYN 101 Introduction to Psychology
- SOCL 101 Introduction to Sociology
- BHSC/SOCL/PSYN 244 Social Psychology
- BHSC/SOCL/PSYN 226 Computers for the Social and Behavioral Sciences
- BHSC/SOCL 366 Medical Ethics
- BHSC/PSYN/SOCL 271 Medical Sociology: Health Care in the Modern Society
- BHSC/SOCL 308 Health Care Organization and Management^(cc)
- PSYN 345 Industrial Psychology
and two of the following:
- ACCT 120 Introduction to Financial Accounting
- ACCT 121 Introduction to Management Accounting
- BHSC 310 Epidemiology
- BHSC 285 Working: Changes and Choices
- BHSC/PSYN/SOCL/SOWK 295 Contemporary Issues
- BHSC/PSYN/SOCL 370 Statistics for the Social and Behavioral Science
- BHSC/CRJU/PSYN/SOCL 262 Alcohol, Drugs, and Behavior
- PSYN/PHIL 317 Perspectives on Death
- PSYN/SPCM 219 Group Experience

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PSYN 340 Psychology of Crisis
PSYN/SPCM 250 Psychology of Communication
MGMT 225 Principles of Management
MKTG 220 Principles of Marketing
FINC 235 Financial Management
MGMT 340 Organizational Behavior
MGMT 446 Human Resource Management

AND

BHSC/PSYN/SOCL 399 Internship in Social and Behavioral Sciences — (six credits)

JOURNALISM AND MEDIA / Journalism (0699) (DF)

Eight courses (24 credits)

ENGL 111 Written English and Literary Studies I
ENGL 112 Written English and Literary Studies II
MEDA 130 News Reporting I

and five of the following:

MEDA 132 Copy Editing and Graphics
MEDA 134 The Feature Article I^(cc)
MEDA 145 Media in America
MEDA 230 News Reporting II
MEDA 234 The Feature Article II
MEDA 240 Magazine Editing and Production
MEDA 251 Sports Reporting

PRIVATE SECURITY (5005) (DF, BX)

Five courses (15 credits)

CRJU 130 Security Management and Loss Control
CRJU 213 Legal Aspect of Private Security^(cc)

and three of the following:

CRJU 156 Principles of Criminal Investigation
CRJU 205 Arson Investigation
CRJU 301 Constitutional Law and Criminal Justice
LAWS 234 Criminal Law

ALCOHOLISM AND SUBSTANCE ABUSE COUNSELING (5506) (DF)

Nine courses (30 credits)

PSYN 101 Introduction to Psychology
PSYN 232 Health Psychology
PSYN/BHSC/SOCL/CRJU 262 Alcohol, Drugs and Behavior
CRJU 206 Deviation and Therapy
BHSC/SOCL 202 Ethics and the Family
PSYN/BHSC 269 Strategies of Alcohol/Substance Abuse Providers^(cc)
PSYN/SOCL/BHSC 244 Social Psychology
SOCL 101 Introduction to Sociology

and one of the following six-credit field experiences:

BHSC/PSYN/SOCL 399 Internship in the Social and Behavioral Sciences
PSYN 380–381 Cooperative Education in Psychology I & II
SOCL 380–381 Cooperative Education in Sociology I & II
BHSC 380–381 Cooperative Education in Behavioral Sciences I & II

PROGRAMS OF SPECIAL INTEREST

College Opportunity Programs

The mission of the College Opportunity Program is to provide the academic, social and personal support to historically underrepresented students in a nurturing and academically focused environment. Our goal is to empower motivated students and our engaged colleagues to achieve their highest level of success.

Several federal and state funded programs fall under the umbrella of College Opportunity Programs. In support of our nation's commitment to provide educational opportunity for all persons, the United States Congress established a series of programs to assist eligible individuals to enter college and successfully graduate. These programs are known as the federal TRIO programs (Upward Bound, Student Support Services and McNair).

TRIO:

Upward Bound Program

Upward Bound provides fundamental support to participants in their preparation for college entrance. Upward Bound serves eligible high school students from the Union Free School District of the Tarrytowns, who are preparing to enter post-secondary education. Academic assistance is provided to participants during their school day, after school, on Saturdays and during a six-week summer program. Services include tutoring, regents review sessions, SAT preparation, college exploration and cultural enrichment. For more details on the Upward Bound Program, the Director of Upward Bound and Student Support Services Project, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7239.

Student Support Services Project

The Student Support Services Project provides opportunities for academic development assists students with basic college requirements and serves to motivate students towards the successful completion of their post-secondary education. The goal of SSS is to increase the college retention and graduation rates of its participants. Student must meet the federal eligibility guidelines that include first generation, low-income and have academic need for acceptance into the program. SSSP also invites applicants from transfer students who were enrolled in SSSP at a previous college or university. Application for SSSP is made available through the College Opportunity Program Office. For more details on the SSSP, contact the Director of Upward Bound and Student Support Services Project, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7239.

The Ronald E. McNair Post-Baccalaureate Achievement Program

College students who are considering study beyond the baccalaureate level can realize their dreams through the McNair Scholars Program at Mercy College. The program was established by the United States Department of Education in 1989 and named for astronaut and Challenger crew member physicist, Dr. Ronald E. McNair.

The Mercy College McNair Scholars Program began in 1995 and targets low-income, first-generation students and those who are from groups under-represented in graduate

education. The purpose of the program is to provide enriching experiences that prepare eligible students for doctoral study.

One of the most exciting aspects of the McNair Program is the opportunity for undergraduate students at the junior and senior levels to participate in research experiences. Program participants receive a stipend to conduct research and engage in other scholarly activities with faculty mentors from the areas in which they hope to pursue graduate study. McNair Scholars also attend professional conferences with their mentors, go to graduate school fairs, prepare for graduate school entrance exams, receive guidance for the graduate school application process and obtain information on securing fellowships, graduate assistantships, and loans. Participants learn about graduate school life, advanced library skills, and effective ways to present their work.

At the completion of the research projects, McNair scholars make formal presentations of their research to faculty and peers at local and national conferences and submit papers summarizing their work, for publication in our journal, "The Challenger." For more details on the McNair Scholars Program, contact McNair Program Office, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7766.

New York State Department of Education programs

STEP, CSTEP, and HEOP share a common overall purpose, namely, to expand the educational opportunities available to various historically disadvantaged populations.

Science and Technology Entry Program (STEP)

STEP is designed to increase participation of students from under-represented populations in science and technology oriented fields. The program provides academic enrichment for students in grades seven through twelve from northern Westchester communities. STEP offers students a more intensive exploration of mathematics and the sciences during its Summer Academic Camp. For more details on the Science and Technology Entry Program, contact the Director of STEP, CSTEP, and HEOP, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7204.

Collegiate Science and Technology Entry Program (CSTEP)

CSTEP is funded by the New York State Education Department to provide academic enrichment, internships and research experiences for students who are economically disadvantaged and historically under-represented in scientific, technical, health-related or licensed professions. The CSTEP student must demonstrate an interest in, and potential for, a CSTEP-targeted profession. CSTEP students must be enrolled full-time and be in good academic standing in an approved scientific, technical, health-related, pre-professional or professional undergraduate or graduate program of study. For more details on the Collegiate Science and Technology Entry Program, contact the Director of STEP, CSTEP, and HEOP, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7204.

Higher Education Opportunity Program (HEOP)

HEOP is funded by the New York State Education Department to provide supportive services and supplemental financial aid to eligible New York State residents. Students are eligible for this program if they are both economically disadvantaged and academically under-prepared. High school graduates may be eligible if they were not

in a college preparatory program in high school. Individuals may also be eligible if they possess a General Equivalency Diploma (GED) or if they have neither a high school diploma nor a GED and they are 18 years of age or older. Transfer students are eligible if they were enrolled in EOP, HEOP, College Discovery, or SEEK at a previous college. Application for HEOP is made available through the College Opportunity Program Office. For more details on the Higher Education Opportunity Program, contact the Director of STEP, CSTEP, and HEOP, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7204.

Cooperative Education

The Cooperative Education program is an educational program designed to provide students with an opportunity to earn up to six academic credits while gaining practical work experience in their desired career. Students interested in this program will meet with a cooperative education counselor who will work with them to secure a placement in their field. Once placed, participants in the Cooperative Education program receive guidance from a faculty mentor and work site supervisor to maximize their learning experience. For more information about this program interested students may stop by Career Services at the campus of their choice or call to set up an information session 914-674-7203.

Mercy Online www.mercy.edu/mercyonline

Mercy College was one of the first in New York State to venture into teaching and learning via the Internet and currently uses Blackboard as its learning management system. It has offered courses through its learning network since 1991 with graduate and undergraduate students occupying 4,000 seats in almost 360 separate Web-based courses each semester. Mercy Online offers more than forty undergraduate and graduate degree programs entirely online, each having received the approval of the New York State Education Department and the Middle States Association, the college's regional accrediting agency. See <https://www.mercy.edu/mercyonline/onlinedegrees> for a current listing of online degree programs. In addition, students may complete the General Education requirements toward all Mercy College degrees through Mercy Online.

The Idea of Online Learning

Quality learning is accessible, flexible and convenient with Internet access. Web-based courses through Mercy Online are equivalent to their on-site counterparts. Students receive the same high-quality instruction as they would in the classroom — only delivered online. Studies may be completed wherever students have broadband access to the Internet. Instructors expect regular participation and contact from online students. Online learning courses typically contain web pages of course content and require asynchronous online discussion. Faculty moderate discussions and provide questions that direct student participation in written and research assignments that are similar to those given on campus. In addition, real time chat, slide presentations, audio and video often are added to a course to enhance the learning experience. Students find that most courses use textbooks, purchased through the online bookstore. Mercy Online provides a myriad of supplementary student service including online tutorials, tutoring in various subject areas, academic advising, personal counseling and career counseling.

Making the Choice

The most successful Mercy Online students are self-directed and self-motivated. They understand that taking an online course is convenient, but no less challenging or less rigorous than the same course taught in the classroom. Students must take an honest look at their past performance and determine if they have the potential to succeed in Mercy Online. Those students who are strong and self-motivated may be ready to participate in an intensive and quality learning environment.

Technical Requirements

At minimum, students enrolling in online courses must have access to a computer, and basic computer skills that include using a word processor, the Internet and email. Specific programs may require additional skills. Broadband Internet access (cable, DSL, FiOS) and recent versions of Internet Explorer or Firefox are required. Students must have their own Internet Service Provider. While not required, a sound card, web camera and speakers or headphones are recommended.

Guidelines for Online Participation

Before taking any online courses, Mercy Online students should complete an Online Student Orientation at the following link: www.mercy.edu/blackboard-orientation. For each course, students are expected to participate no less than three times each week. (For accelerated programs, students are expected to participate more frequently.) Participation includes reading course material, contributing to discussions, completing assignments, etc. Most courses require students to compose and post at least four substantive messages per week, more for accelerated programs. Some courses may have additional requirements. Failure to meet these requirements could affect the final grade for the course.

Exams and Testing

Professors have different exam, testing and grading requirements for their courses. Courses may require a visit to a Mercy College campus for proctored mid-term or final exams. Non-regional students are required to identify proctors for these exams. Proctors must be approved by Mercy Online, and it is the responsibility of the student to reimburse proctors for their services. Detailed information about the exam process can be found on the Mercy Online website. For additional information about Online Learning, please contact Mercy Online at 914-674-7521 or visit our website at www.mercy.edu/mercyonline.

Physical Education

In addition to intramural and intercollegiate sports, the college offers courses for credit in Physical Education. (See Physical Education Course Description.) Up to six credits of Physical Education in the non-liberal arts elective area may be applied toward degree requirements.

Karol Marcinkowski University of Medical Science

Mercy College and the Karol Marcinkowski University of Medical Science have an articulation agreement whereby matriculated students at Mercy College majoring in biology and are interested in going to medical school are secured placement at the Karol Marcinkowski University of Medical Science in Poland. Students must complete 90 credits of undergraduate course work at Mercy College and must maintain a B

average (3.0) throughout their matriculation at the college. Upon completion of the undergraduate course work, students begin a four-year medical program at the University in Poznan, Poland. All courses taken at the University are taught in English. For information regarding admission to the program please contact the chair of the Natural Sciences department.

Study Abroad

Mercy College encourages students to enrich their educational experience by spending some time studying abroad in approved programs. Academic credit is given for a program of foreign study that is planned prior to departure, approved by Mercy College, and is successfully completed. Some short-term experiences of two to eight weeks are available, and some faculty lead international travel courses over semester breaks. Information and assistance in planning a program of foreign study may be obtained by contacting the Center for Global Engagement at cge@mercy.edu.

Pre-Professional Preparation Programs

Mercy College provides strong opportunities for students to take the first step toward a professional career. A broad scope of disciplines from the arts, humanities, and sciences are offered to form the academic preparation for the competitive admissions tests required for law school, medical school, dental school, and other professional training. Students are encouraged to contact the respective dean's office (Social and Behavioral Sciences for pre-law; Health and Natural Sciences for medical, dental, and allied health professions) to schedule an appointment with a pre-professional faculty advisor.

SPECIALIZED DEGREE PROGRAMS

ASSOCIATE IN ARTS

Students who choose the Associate in Arts must complete:

ENGLISH (6 crs.)

Prerequisite ENGL 110 or placement at ENGL 111 level

ENGL 111 Written English and Literary/Studies I*

ENGL 112 Written English and Literary Studies II*

* ENGL 190 and/or ENGL 191 Honors English I & II fulfill this requirement.

ETHICAL PERSPECTIVES (3 crs.)

Choose from PHIL 110, 112, RELG 109, 111, 112

SPEECH (3 crs.)

Prerequisite ENGL 110 or placement at ENGL 111

SPCM 110 Oral Communication*

SPCM 190 Honors Speech also fulfills this requirement

HISTORICAL AND GLOBAL PERSPECTIVES (3 crs.)

Choose from POLS 101 HIST 101, 102, 105, 106, 117–119

MATH (3 crs.)

MATH 115 or

MATH 116 or MATH 201

Check major requirements

MATHEMATICS AND INFORMATION TECHNOLOGY (3 crs)

Choose CISC/MATH 120 *if required for major or additional MATH class* 115–231

CRITICAL INQUIRY (3 crs.)

CINQ 101

Waived for transfer students with 30+ credits

Must substitute an additional Liberal Arts course

SCIENTIFIC PERSPECTIVES (3 crs.)

Choose from BIOL 110–161, BIOL 200, 222,226, CHEM 110–161, PHYS 110–161, PHSC 110, 111, SINC 110

JUNIOR SEMINAR (3 crs.)

JRSM 301 Junior Seminar

Students will register for the course after completing 60 credits and before attaining 91 credits. Waived for students with a prior bachelor's degree. Must substitute an additional Liberal Arts course.

Prerequisites: ENGL 112; SPCM 110; MATH 115 or 116

SOCIAL PERSPECTIVES (3 crs.)

Choose from PSYN 101, SOCL 101 ECON 115, 120 or other approved course

LITERATURE AND COMMUNICATION (3 crs.)

Choose one course from ENGL 217, 220, 239, 268, 275, 295 SPCM 144, HUMN 216

THE ARTS (3 crs.)

Choose ARTT 107, MUSI 107, MUSI 103, 104, 107, 218, 260, 271,272, or MEDA 209, 211

LANGUAGE AND CULTURAL PERSPECTIVES (3 crs.)

Choose one intermediate-level language course

SPAN 116, FREN 116, ITAL 116 or any other foreign language or AMSL 115 (American Sign Language) or SPAN 225 or SPAN 275

ADDITIONAL LIBERAL ARTS (18 crs.)

Under advisements choose additional liberal arts courses from any of the areas above to complete the 60-credit Liberal Arts core.

ASSOCIATE IN SCIENCE

Students who choose the Associate in Science must complete:

ENGLISH (6 crs.)

Prerequisite ENGL 110 or placement at ENGL 111 level

ENGL 111 Written English and Literary /Studies I*

ENGL 112 Written English and Literary Studies II*

* ENGL 190 and/or ENGL 191 Honors English I & II fulfill this requirement.

ETHICAL PERSPECTIVES (3 crs.)

Choose from PHIL 110, 112, RELG 109, 111, 112

SPEECH (3 crs.)

Prerequisite ENGL 110 or placement at ENGL 111

SPCM 110 Oral Communication*

SPCM 190 Honors Speech also fulfills this requirement.

HISTORICAL AND GLOBAL PERSPECTIVES (3 crs.)

Choose from POLS 101, HIST 101, 102, 105, 106, 117–119

MATH (3 crs.)

MATH 115 or MATH 116 or MATH 201 (Check major requirements)

MATHEMATICS AND INFORMATION TECHNOLOGY (3 crs.)

Choose CISC/MATH 120 if required for major or additional MATH class 115–231

CRITICAL INQUIRY (3 crs.)

CINQ 101

Waived for transfer students with 30+ credits

Must substitute an additional Liberal Art course

SCIENTIFIC PERSPECTIVES (3 crs.)

Choose from BIOL 110–161, BIOL 200, 222, 226, CHEM 110–161, PYHS 110–161, PHSC 110, 111, SINC 110

JUNIOR SEMINAR (3 crs.)

JRSM 301 Junior Seminar

Students will register for the course after completing 60 credits and before attaining 91 credits. Waived for students with a prior Bachelors degree. Must substitute an additional Liberal Arts course. *Prerequisites:* ENGL 112; SPCM 110; MATH 115 or 116

SOCIAL PERSPECTIVES (3 crs.)

Choose from PSYN 101, SOCL 101 ECON 115, 120 or other approved course

LITERATURE AND COMMUNICATION (3 crs.)

Choose one course from ENGL 217, 220, 239, 268, 275, 295 SPCM 144, HUMN 216

THE ARTS (3 crs.)

Choose ARTT 107, MUSI 107, MUSI 103, 104, 107, 218, 260, 271, 272, or MEDA 209, 211

LANGUAGE AND CULTURAL PERSPECTIVES (3 crs.)

Choose one intermediate level language course SPAN 116, FREN 116, ITAL 116 or any other foreign language or AMSL 115 (American Sign Language) or SPAN 225 or SPAN 275

ADDITIONAL LIBERAL ARTS (6 crs.)

Under advisement choose additional liberal arts courses from any of the areas above.

ADDITIONAL OPEN ELECTIVES (12 crs.)

Choose 12 credits of open electives

Major Concentration INTERDISCIPLINARY STUDIES

BACHELOR OF ARTS

General Education.....	60 credits
Major Concentration.....	36 credits
<i>(must be Liberal Arts and Science courses)</i>	
Open Electives	24 credits
Total	120 credits

BACHELOR OF SCIENCE

General Education.....	60 credits
Major Concentration.....	36 credits
Open Electives	24 credits
Total	120 credits

Requirements for an Interdisciplinary Studies Major with an Individually Approved Program — Students must file a proposal for an Interdisciplinary Studies Major in conformity with the following conditions:

1. The student must state the objectives of the proposed program of studies and the reason why these objectives cannot be met through existing programs.
2. The proposed major must be made up of a coherent program of studies of at least 36 credits involving course work in at least two different departments.
3. The major must include no more than nine credits of independent study, a major portion of which should be of an integrated nature, i.e., contribute to the interrelationships of the disciplines studied. Off-campus experience undertaken as part of the program and with supervision from members of the faculty is encouraged.

Procedure to be followed by students wishing to pursue an Interdisciplinary Studies Major:

1. Complete at least 30 credits of college work and not more than 75 credits.
2. Develop a proposal conforming to the requirements above.
3. Secure the approval of at least two faculty members from different departments offering courses included in the proposal, one of whom agrees to act as the student's major advisor.
4. Submit the signed proposal to the Office of the Provost and Vice President for Academic Affairs for review and referral to the Interdisciplinary Studies Committee for approval.
5. Upon completion of the proposed major, submit to the same committee the following:

- a. A request that the student be approved for the degree.
- b. Either a portfolio of work prepared during the course of studies (included in major); such a portfolio might include examinations, papers, and other projects, which will manifest the development of the central theme of the major.

or

- c. Major paper or project, which represents a culminating experience and an effort to synthesize in an interdisciplinary manner various aspects of the theme which have been pursued. Three credits can be assigned to this project. Such credits are considered independent study.

OR

Student may consult one of the existing models formulated between various departments such as American Studies, Women's Studies, Ethnic Studies and Third-World Studies.

Changes in Program: Changes that do not substantially alter the nature of the program may be approved by the Faculty Advisor. Substantial changes, i.e., those changes that alter the direction or theme of the major, must be approved by the Interdisciplinary Studies Committee.

Academic Regulations and Procedures

Matriculation and Credit

A student may register for courses without being matriculated, but in the event of subsequent matriculation, the student may not apply any degree requirements from catalogs issued previous to his/her matriculation. Interruption of study other than Leave of Absence will result in loss of matriculation.

Registration

The regular registration periods are designated precisely for each semester, term, and session. Additional times are designated as periods for late registration. It is preferable, both for students and the college, to have students register early in order to avoid being closed out of courses. Students may register for courses each semester via the Web at www.mercy.edu. Registration is subject to academic procedures published by the Registrar, and billing procedures published by the Office of Business Operations. All program changes and late registrations are contingent upon approval from the student's OSS/COP/PACT mentor. Academic policy in some departments may preclude a student from entering a course after its first meeting.

Prerequisites

Some courses in the catalog have other courses as prerequisites. Permission to take a course without indicated prerequisites must be obtained from the chairperson/program director of the department offering the course.

Auditing a Course

Students may enroll in a course on an audit basis. The audit fee is 50 percent of the current tuition rate. A student does not receive a grade or credit for the course he/she audits. Students must fill out an Audit Form available in the Office of Student Services at each campus within the first two weeks of a semester, term or session.

Course Load

Matriculated students may normally register for no more than a total of five courses in a given 16-week daytime semester, or five courses during a 16-week evening semester, or two courses in an eight-week term. Permission to register for an additional course (for a total of six courses) must be obtained from the Registrar. Guidelines for six courses include at least a 3.0 GPA in the previous two full-time semesters at Mercy College. Permission to register for seven courses in any combination of terms during any semester must be obtained in writing from the Office of the Provost. Guidelines for approval for seven courses include the following: minimum GPA of 3.8, successful completion of six courses in one semester (no withdrawals, Fs, or Ds), and assessment by the Office of the Provost. Non-matriculated students may not register for more than five courses in any given 16-week term. A student may register for fewer than five courses, and some students may be recommended or required to take a reduced

program in cases of academic deficiency. In summer sessions, no student may register for more than two courses in each session, or more than a total of four courses in three sessions extending over a 12-week period.

Core Courses

NYS regulations require that a student must take a minimum of one three-or-more credit course at the campus at which the degree program is approved by the state education department. Each program has detailed a core course within the major, which is only offered at the program's 'home' campus, for this purpose. Students may take other core requirements and electives at other campuses, but they must complete the core course at the home campus in order to complete their degree. Core courses are designated throughout the catalog with the superscript (CC); the list of programs by approved campus is set out in the Registered Programs (by campus) section of this Catalog.

Scheduling Options

Mercy College offers a wide range of flexible course options. Web registration is available to all students, and encouraged. A complete listing of course offerings for each location is available online three times a year for the fall, spring and summer semesters. Day classes are offered at all campuses in a traditional 16-week semester. Evening classes are offered at all campuses with 16-week semesters and eight-week terms available. Weekend classes are offered in a 16-week semester during the day on Saturday at the Dobbs Ferry, Bronx and Yorktown Heights campuses. Summer classes are available at the main and branch campuses offering five and 10-week terms, as well as several additional specialized terms. All courses may require a student to complete online components to satisfy the course requirements.

Tutorial Courses

A tutorial course is a substitute for a regular course offering that is not scheduled to be given during the last year of a student's residence and is needed to complete his/her requirements for graduation. It is not meant to be used as a scheduling convenience, but, rather, as a last resort after all other scheduling alternatives have been exhausted. The tutorial will always be worth the same number of credits as the catalog course.

1. The tutorial will ordinarily be given in the student's senior year and only if the required course will not be offered during that year.
2. The student must obtain the approval of an instructor, who will submit to the department chairperson an outline of the course, a bibliography, an assignment plan, and a procedure for evaluating the student's performance. The plan must be submitted to the school dean for approval.

Independent Study Projects

An independent study project is an original course of study planned by the student in conjunction with a faculty member for the purpose of covering material not offered as a regular course. The student must be at least a junior and have a cumulative GPA of no less than 3.0. To initiate the independent study, a student must fill out the required form, attach to it a written proposal for the course of study to be undertaken, and obtain the approval of his/her mentor and the school dean. The school dean will send it to the registrar for processing.

A student may take no more than nine credits in independent study in his/her major area and no more than a total of 15 credits toward his/her degree. No more than one independent study may be taken in any semester.

Evaluation

Students are evaluated in the majority of their courses by the commonly used grading system in which:

A	4.0	excellent
A-	3.67	very good
B+	3.33	very good
B	3.0	good
B-	2.67	good
C+	2.33	satisfactory
C	2.0	satisfactory
C-	1.67	passing but unsatisfactory
D	1.0	passing but unsatisfactory
F	0.0	failure
FW	0.0	failure due to unofficial withdrawal
P		acceptable work
NC		work not acceptable for credit
AU		the student is auditing the course

The grade of I is given for a course in which the student has not completed all course requirements and the faculty has agreed to extend the deadline for submission of course materials. All incomplete work must be completed and delivered to the faculty or to his/her designated representative no later than 30 calendar days following the final day of the term in which the course was offered. The instructor shall take such work into consideration in assigning a final grade. If the instructor judges that all the student's work taken together does not justify the change from I to a passing grade, or the student fails to submit course material, the I shall automatically become an F on the day by which resolution of I grades is required.

Students who have at least sophomore standing and a C average or better may have the option of taking courses ordinarily graded under the conventional system, under the P/NC system with the following restrictions:

1. A course taken optionally for P/NC grading may not be used to fulfill any major requirements, or any general education requirement except under the heading Open Elective.
2. No student may take more than one course graded P/NC optionally during the time period of any given semester.
3. Students must make formal application on forms provided for this purpose in the Office of Student Services. The application must be signed by the course instructor and must be submitted to the Office of Student Services within the first two weeks of a semester, session, or term. Once submitted, the request stands

and the student may not petition for a change to a letter grade in the course. Some courses are offered, by way of an exception to general practice, for only a P/NC grade. Such courses are not subject to the restrictions described above.

The final grade in a course is the instructor's estimate of the student's achievement; it is based upon quality of performance in addition to regularity of attendance and class participation.

Instructors are required to keep a complete grade record of each class for one full year after the end of the semester or term in which the course was taught. Questions regarding a grade received in a course must be addressed within this time frame and should be addressed first with the instructor. The school dean, in turn, may be consulted by either party to ensure fairness.

Withdrawal from a Course

A student who has decided that he/she will be unable to complete the work of a course satisfactorily may withdraw from the course up to the 12th week of a 16-week term and up to the fifth week of an eight-week term. Course withdrawals can be processed online via MercyConnect, or in person at the Office of Student Services at your campus of choice. It is wise to consult your OSS/COP/PACT mentor. The student is advised to meet with a student service counselor regarding refund policy and the effect of the withdrawal on continuing eligibility for federal funds and New York State Tuition Assistance Program (TAP). Withdrawal from a course is indicated on a student's transcript by W.

Please note that a student who stops attending a class but does not officially withdraw by completing a withdrawal process, either in person or online before the withdrawal deadline, will receive a FW grade. The FW grade will be calculated in the same manner as an earned F in the GPA.

Late Registration or Late Add

Late registration ends one week after the first day of class for any given term. Any student who wishes to register after that time, and has made the appropriate payment or payment arrangement, must show written permission signed and dated on the registration form by an instructor, or department chair or program director when the instructor is unavailable, and an academic advisor. If the student has missed more than one meeting of the class, the student must also get written permission from the instructor of that course or written proof that the student has been attending the class before the academic advisor may give approval. If the class is closed, the student must get a permit from the school dean before the academic advisor may sign the late registration form.

Late Withdrawal

It is important to note that all withdrawals are based upon tuition commitments for the full semester in accordance with the published refund schedule. The effective date of withdrawal is the date when the student withdrew using Mercy Connect or the date the withdrawal was processed in the Office of Student Services. Failure to attend classes does not constitute a withdrawal.

Exception to Registration and Refund Policies

Mercy College is committed to providing motivated students with the opportunity to succeed in the classroom. The college recognizes that there may be extraordinary circumstances under which attendance in class is rendered impossible. For these reasons, the college has instituted the following exception policy.

Students with the following extraordinary circumstances may be eligible to request an exception to the registration and refund policies:

Personal Illness. This applies to a student who is unable to attend class due to a prolonged hospital stay of 14 calendar days or more. All cases of personal illness, as defined above, must be documented with an original copy of the physician's diagnosis and recommendation, and if working, disability papers.

Military Service. This applies to any student required to discontinue attendance of classes due to military service. A copy of the orders to report to active duty must accompany the request.

If a student believes that he or she fits into either of the categories of exceptions as stated above, a formal request for an exception must be made in writing to the student's academic advisor immediately following his or her withdrawal from classes, or no later than 14 calendar days from the date of withdrawal. Any request filed after this time period will not be accepted. This written request must be made by using the "Request to the Committee for Special Consideration" form, which can be found on Mercy Connect. The form must be accompanied by a letter explaining his or her extenuating circumstances. Any supporting documentation, as stated above, must accompany the form and explanation letter. The student's exception documents will be given by the academic advisor to The Committee for Special Consideration which will review each case within 30 calendar days of receipt. The student will receive the decision of the committee via mail or through Mercy Connect from the Chair of the Committee for Special Consideration.

A student who is denied an exception by the committee may appeal the committee's decision to the Office of the Chief Operating Officer. Appeals must be submitted within seven calendar days from receipt of the committee's decision and all documentation should be sent to the Assistant to the Vice President of Student Services. All decisions on appeal are final.

Students who have applied for and received a refund from a loan may not apply for special consideration until the loan refund is fully repaid to the college. In addition, federal guidelines require the college to return either full or partial grant and/or loan money depending on the student's last day of attendance. In this case, all costs/arrears will be the responsibility of the student.

If a student is granted an exception and has already paid some or all of his or her tuition bill for the semester, the student will not receive a refund, but will be able to apply these funds towards future semesters of study at Mercy College.

Attendance Policy

It is assumed that a student will attend all classes for which he/she is registered. Ceasing to attend classes for three consecutive class meetings without contacting the instructor will result in the issuance of a grade of FW, which indicates “stopped attending.” This grade of FW will be calculated into the student’s GPA as an F and may result in dismissal. In addition this status will be reported to The Office of Student Services and may result in a reduction of financial aid monies.

Leave of Absence

A student in good standing may request a leave of absence from the College, for a maximum of two consecutive semesters, without prejudice to his/her standing. If the student does not return for the third semester he/she must re-apply to the College for admission and follow the rules and regulations of that catalog year. A leave of absence may be obtained by written request from an academic advisor at the campus where the student is taking courses or online via Mercy Connect under School Resources on the right side of the academic advising tab.

Good Academic Standing

In order to be in good academic standing a student must meet minimum satisfactory academic progress toward the completion of a degree. The minimum standard per cumulative credits total varies for an associate’s degree candidate and a bachelor’s degree candidate. In both cases, a cumulative GPA of 2.0 is required for graduation; however, minimum GPA standards for the first two years of study are somewhat lower in recognition of the transition into college-level work.

The following minimum GPA must be attained based upon the number of credit hours attempted (not necessarily achieved) for a candidate’s degree:

Associate’s Degree		Bachelor’s Degree	
0–15 credits	1.50 GPA	0–30 credits	1.50 GPA
16–30 credits	1.75 GPA	31–60 credits	1.75 GPA
31 + credits	2.00 GPA	61 credits or above	2.00 GPA

At the end of each semester, the Committee on Academic Standing reviews the records of all matriculated students whose GPA is below 2.0. A student who did not attain the minimum GPA for the number of credits he/she has attempted as stated in the above charts are placed on academic probation. To show satisfactory academic progress, the student who is placed on academic probation must achieve the minimum GPA as stated above for the number of attempted credits for the following term of enrollment. If the term GPA is below that minimum, the student will be dismissed.

Those students who have made acceptable progress during their first semester on probation will be permitted to continue on probation for one additional semester until the cumulative GPA for their range of credits is achieved. If the cumulative GPA for the student’s range of credits is not achieved by the end of this second semester, the student will be dismissed.

Students receiving funds from TAP and Title IV must follow the Guidelines for Academic Progress stated in the Financial Aid section of this catalog.

Academic Dismissal

A matriculated student who, after being placed on Academic Probation, fails to achieve good academic standing will be dismissed from Mercy College and will not thereafter be allowed to register for any courses at Mercy College.

A student who has been academically dismissed for the first time has the right to make a formal appeal to the Committee on Academic Standing. If the student is readmitted, he/she is placed on one-semester probation during which time he/she must meet the conditions specified by the Committee or be subject to final dismissal.

Academic Eligibility for Financial Aid

In order to maintain their eligibility for financial aid, all students who receive financial aid from the federal and/or state government are required to meet specific standards of academic progress (total number of credits passed and the student's GPA in a specific semester). The Office of Student Services maintains current records on all students receiving financial aid and thereby monitors their ongoing eligibility for such aid. More detailed information about these standards is available through the Office of Student Services.

Scholastic Index

The scholastic index shows the average grade attained in a set of completed courses. The scholastic index for a given set of courses is determined by dividing the total number of quality points earned in those courses by the total number of credits that would be conferred by the successful completion of those courses. The number of quality points earned through completion of a given course is determined by multiplying the number of academic credits the course may confer by the coefficient corresponding to the grade received. The scale of coefficients is as follows:

A	4.0	C+	2.33
A-	3.67	C	2.0
B+	3.33	C-	1.67
B	3.0	D	1.0
B-	2.67	F	0.0

Example: If a student completes five courses, each conferring three credits, grades A, B+, C+, C, he/she can compute his/her scholastic index as follows:

Credits		Coefficient		Quality Points
3	X	4.0 (A)	=	12.00
3	X	3.33 (B+)	=	9.99
3	X	2.33 (C+)	=	6.99
3	X	2.33 (C+)	=	6.99
3	X	2.0 (C)	=	<u>6.00</u>
				41.97

$$\text{Scholastic index} = \frac{41.97}{15} = 2.798$$

Courses taken under the Pass/No Credit system, courses for which a student has received a W, and courses taken at other colleges do not affect the student's scholastic index.

Grade Suppression

If a student repeats a course, the lower grade will be suppressed from his/her GPA. The original course and the repeated course must be taken at Mercy College. The lower grade will remain on the transcript but will not count in the overall GPA. Students

receiving financial aid should check with their counselor to understand how repeating a course may affect their aid.

Change of Grade Policy

A change of grade after the close of any grading period, other than to rectify a grade of Incomplete, is approved only if a mistake was made in determining the final grade.

Any grade change, other than for an incomplete, must be approved by both the program director and the school dean.

Transcripts and Grade Reports

Students may obtain their grades via Mercy Connect.

Transcripts are only processed and printed at the Office of Student Services in Dobbs Ferry. However, transcript requests may be made online or at any campus for pick-up at a later date. No transcript is issued for a student whose financial account is not settled.

Dean's List

A student whose semester GPA is 3.7 or above is eligible for inclusion on the Dean's List. The student must be matriculated and carrying a full program of studies (12 credits per semester).

Academic Appeals Policy

The purpose of the Academic Appeals Policy is to provide a process for the equitable resolution of formal complaints made by a student, faculty member or administrator over academic issues including grade disputes, cheating, plagiarism and the application of academic policies, except for dismissal review. The following steps constitute the process; before proceeding to a higher-level step, all lower-level steps must first be completed and documented in some form. The college continues to recommend and encourage the informal resolution of complaints, believing that effective communication is also part of the educational process. To the extent that a faculty member, academic unit head or dean are unavailable, a designee may be appointed for purposes of resolving such issues in a timely manner.

Step One: Faculty.

At this step the process remains informal. Within four weeks of the end of the semester, term, or quarter (the "academic period") in which the disputed matter occurred, the student and faculty member must meet in person or by phone to discuss the issue. After the meeting, the faculty member must make a decision within one week and communicate it in writing to the student. If the student is dissatisfied with the outcome of this meeting, a formal written appeal must be submitted by the student to the relevant academic unit head.

Step Two: Academic Unit Head.

Any formal written appeal of the decision in Step One must be filed with the academic unit head no later than six weeks after the end of the academic period in which the issue of the appeal occurred. Within two weeks of receipt of the formal written appeal, the academic unit head will, depending on the situation, meet separately or

jointly with the student and faculty member involved. Meetings may be in person or via telephone. During these meetings each party will submit all information and supporting documentation to the academic unit head; a written decision should be sent to both parties within two weeks of the meeting. If the faculty member involved is also the academic unit head, the parties may agree to allow another faculty member in the department to review the appeal or proceed directly to Step Three.

Step Three: School Dean.

Within one week of the decision in Step Two, an appeal may be made in writing by the student to the relevant school dean. The school dean will, depending on the situation, meet separately or jointly with the student and faculty member, and, as necessary, the academic unit head involved within two weeks of receipt of the formal written appeal. Meetings should be in person, to the extent practicable. The school dean will review the written appeal and previous actions on the appeal, along with any additional information and substantiation submitted by each party, and will render a decision in writing to all parties within two weeks of the meeting.

Step Four: Academic Appeals Committee.

In the event that the issue has not been satisfactorily resolved in Steps One, Two or Three, a final appeal may be made to the Academic Appeals Committee. Such appeal must be made in writing to the Committee, to the attention of the Associate Provost, within four weeks of the decision by the school dean. Appeals should be accompanied by any substantiating documentation. The Academic Appeals Committee will hold a meeting, as described below, and shall render a decision in writing to both parties within two weeks of the conclusion of the meeting.

The Undergraduate Academic Appeals Committee consists of the Associate Provost and up to three faculty members, two administrators, and two students. The chair of the Committee is the Associate Provost. The Committee meets at regular intervals.

All parties to the appeal will be permitted to participate in the meeting with the Committee. The student may be accompanied by one person who is not professional legal counsel. The Committee will hear from both parties and may call on any witnesses to the matter and review any supplementary documentation. The Committee may ask questions throughout the meeting and may, if necessary, adjourn the meeting to obtain additional information. The Committee will review whether it is more likely than not that the alleged conduct occurred. In the case of a grade dispute, the Committee does not have the authority to make a grade change; rather, the Committee will review whether it appears the original grade was fairly awarded.

The decision rendered by the Academic Appeals Committee is final; no additional appeals will be permitted.

Cheating and Plagiarism

Cheating and plagiarism are contrary to the purpose of any educational institution and must be dealt with severely if students' work is to have any validity. An instructor who determines that a student has cheated on a test or assignment will, at a minimum, give a zero for that item and may give a failure for the course. Normally the matter is handled between the instructor and the student, but the department chairperson may be consulted by either party to ensure fairness.

Plagiarism, which is the appropriation of words or ideas of another without recognition of the source, is another form of cheating. An instructor who determines that a student has plagiarized will give a zero for the paper or project and may give a failure for the course.

Both cheating and plagiarism are grounds for dismissal from the college.

Any action taken regarding cheating or plagiarism is subject to the Academic Grievance Policy outlined in above and in the *Student Handbook*.

Transfer of Credit from Other Institutions

Students who are matriculated at Mercy College are encouraged to complete their programs at the college. Students who, for extenuating reasons, need to take courses at other colleges with the intention of transferring the courses to Mercy College must obtain written approval from the appropriate school dean. Students must obtain approval prior to enrolling in a course at another institution in order to ensure that the course is equivalent in content to the comparable course at Mercy College. Please note that students can obtain the transfer credit form through Student Services or from the dean of the school. If written preapproval is not obtained the course may not be accepted in transfer. Students must complete the course with a grade of C (2.0) or higher. Transferring courses to Mercy College can in some cases make the student ineligible for graduation honors. Students should check the section on Graduation Honors for further information.

For a full explanation of transfer procedures, see Admissions policy.

Credit by Examination

The College Level Examination Program (CLEP) allows students to earn credit for what they already know. The advantages of CLEP are twofold: first, students can eliminate classes in subjects about which they are already knowledgeable and, second, students can reduce the time spent in college.

A total of 30 credits can be earned through CLEP's General Examinations. Awarded CLEP credits are considered as transfer credits. Therefore, they do not count toward the minimum residency requirement, and they appear on the student's transcript with no effect on the GPA or the calculation of graduation honors.

Students interested in CLEP examinations should consult with a PACT mentor/academic advisor. For further information, contact CLEP at www.collegeboard.com/clep or the testing office at 914-674-7358.

Credit for Life Achievement

Many adults, although they have not attended college, or at least have not completed the requirements for a bachelor's degree, have held positions or engaged in activities that, as educational achievements, may be considered comparable in value to some of the academic experiences that a college affords. Consequently, Mercy College has established a policy of granting college credit for such achievements, subject to the following conditions:

Up to 30 credits may be granted learning achievements, which the college judges to be of such quality as to be comparable to educational achievement at the college level. Professional and paraprofessional work, political activity, volunteer work, and other employment that can be related to academic disciplines are among the kinds of experience that may have this quality. Applicants are judged on both the quality and length of their achievement, and must have spent usually at least five years in the employment of activities for which credit is sought to be eligible to receive the full 30 credits. Life Achievement credit is given only in the category of Open Electives; it does not count toward the residency requirement at the college and may not replace general education or major level course work. The applicant must register for the Life Achievement e-Portfolio course.

A student who meets all of the following criteria is eligible to apply for credit for life achievement: (A) matriculated at Mercy College; (B) at least 25 years old; (C) completed at least 30 academic credits at Mercy College before submitting the portfolio; (D) successful completed ENGL 112 either at the College or in transfer; (E) a minimum of one year's relevant experiences to receive the minimum credit for life achievement (three open elective academic credits); and (F) a minimum of five years' relevant experiences to receive the maximum credit for life achievement (30 open elective academic credits).

Any student interested in applying for life achievement credit should consult their OSS/COP/PACT mentor.

REQUIREMENTS FOR GRADUATION

Bachelor's Degree

To be eligible for graduation with a bachelor's degree, a student must successfully complete at least 120 academic credits, and these credits must fulfill one of the major curricular distributions in the college catalog. The student must follow the curriculum requirements of the catalog under which he/she matriculates or of any successive catalog during his/her continued matriculation prior to graduation. He/she may not use combinations from two or more catalogs to satisfy these requirements.

It should be noted that for the Bachelor of Arts degree, 90 of 120 credits must be completed in the liberal arts and sciences and for the Bachelor of Science degree, 60 of the 120 credits must be completed in the liberal arts and sciences. Curricular distributions should be interpreted accordingly.

Further, to be eligible for graduation with the bachelor's degree, a student must fulfill the following conditions:

1. A minimum average of C in course grades represented by a cumulative scholastic index of not less than 2.0 in courses taken at Mercy College.
2. A minimum average of C in course grades represented by a cumulative scholastic index of not less than 2.0 in courses taken at Mercy College in the major field of study.
3. A minimum of at least 30 credits taken in residence at Mercy College. Graduate level courses are not included in the 30-credit residency requirement.
4. A minimum of one half of the credits in the area of the major concentration taken in residence at Mercy College. The minimum for each major concentration is listed under the major concentration requirements.
5. Residency is defined as courses offered by Mercy College for academic credit. Courses offered by other institutions or in cooperation with Mercy College do not fulfill residency requirements.

Specific requirements for each major concentration are listed at the beginning of each department's course offerings.

Double Major

Occasionally a student wishes to specialize in two discrete areas of study to prepare for his/her intended career. In such a case the student may want to apply for a double major. The student will complete a single set of core and elective requirements and complete two sets of major requirements, one for each major desired. Where the same course is required in each major, the student may apply a maximum of 12 credits to satisfy both major requirements.

Overlap credits in excess of 12 must be substituted by major courses with the approval of the respective program directors. If a major does not have sufficient courses for substitution, then those two majors cannot be completed as a double major.

Double Degrees

Occasionally a student wishing to specialize in two discrete areas of study (e.g., Business Administration and Computer Science) will complete a double major. The

New York State Education Department has issued guidelines stating that under such circumstances the award of two separate degrees would be inappropriate. In rare cases, however, where the two specializations are clearly widely separated (e.g., Business Administration and Music), and the student might need separate credentials attesting to his/her achievement in each area, separate degrees may be awarded. Students wishing to pursue two separate degrees should consult with the registrar early in their academic career.

Programs of study leading to the Bachelor of Arts or Bachelor of Science degree are available with the following major concentrations (Hegis Codes indicated):

- Behavioral Science** (2201)
- Communication Disorders** (1220)
- English** (1501)
- History** (2205)
- Interdisciplinary Studies** (4901)
- Mathematics** (1701)
- Psychology** (2001)
- Spanish** (1105)
- Sociology** (2208)

Programs of study leading to the Bachelor of Science degree only are available with the following major concentrations (Hegis Codes indicated):

- Accounting** (0502)
- Biology** (0401)
- Business Administration** (0506)
- Clinical Laboratory Science** (1223)
- Communication Studies** (0601)
- Computer Information Systems** (0702)
- Computer Science** (0701)
- Corporate and Homeland Security** (2105)
- Criminal Justice** (2105)
- Cybersecurity** (0799)
- Education — B.S. and M.S. Degree** (0803), (0823)
- Exercise Science** (1299.30)
- Health Science** (1299)
- International Relations and Diplomacy** (2210)
- Journalism and Media** (0699)
- Legal Studies** (0599)
- Music Industry & Technology** (1099)
- Nursing (Upper Division only)** (1203.10)
- Organizational Management** (0506)
- Veterinary Technology** (0104)

Program of study leading to the Bachelor of Social Work degree is available with the following major concentrations (Hegis Codes indicated):

- Social Work** (2104)

Program of study leading to the Bachelor of Fine Arts degree is available in the following major concentration (Hegis Code indicated):

- Computer Arts + Design** (1009)

Specific requirements for each major concentration are listed at the beginning of each department's course offerings.

Associate's Degree

To be eligible for graduation with the Associate's degree, a student must successfully complete 60 or more academic credits, and these credits must fulfill one of the curricular distributions by the college.

It should be noted that for the Associate in Arts degree, all 60 credits must be completed in the liberal arts and sciences; for the Associate in Science degree, 48 of 60 credits must be completed in the liberal arts and sciences.

Further, to be eligible for graduation with the associate's degree, a student must fulfill the following conditions:

1. A minimum average of C in course grades represented by a cumulative scholastic index of not less than 2.0 in courses taken at Mercy College.
2. A minimum of one year's work in residence, i.e., at least 30 credits taken at Mercy College.

Note: Enrollment in other than registered or otherwise approved programs may jeopardize a student's eligibility for certain student aid awards.

Associate's Degrees

The following associate's degrees are offered at Mercy College:

- Accounting** (5002) (A.S.) (DF)
- Business** (5004) (A.A.S.) (DF, BX, YH)
- Information Technology** (5104) (A.A.S.) (DF, BX, YH)
- Music Industry & Technology** (5012) (A.A.S.) (DF)
- Occupational Therapy Assistant** (5210) (A.A.S.) (DF)
- Associate in Arts** (5649) (DF, BX, YH, MT)
- Associate in Science** (5649) (DF, BX, YH, MT)

Curricular Distributions for all the Bachelor's Degrees and Associate's Degrees in Liberal Arts: General Rules and Definitions

English

Based on one's high school transcript or result on the English Placement Examination, all students are required to take a sequence of two to four English courses beginning with ENGL 109, ENGL 110, ENGL 111, and culminating with ENGL 112.

All students are required to complete ENGL 111 and ENGL 112 or the equivalent. ENGL 109, and ENGL 110 do not count toward fulfilling the general education requirement in English.

LIBERAL ARTS AND SCIENCES ELECTIVES

These are courses selected in the area of the liberal arts and sciences. The college offers courses in these areas under the following headings (check individual course listings):

Art	Linguistics
Behavioral Science	Mathematics
Biology	Music
Chemistry	Philosophy
Economics	Physical Science
English	Physics
French	Political Science
History	Psychology
Humanities	Religion
Interdisciplinary Studies	Sociology
Italian	Spanish
	Speech

MATHEMATICS

Based on one's high school transcript or result on the Mathematics Placement Examination, students may be required to take MATH 105, Mathematics: Concepts and Applications. All students are required to complete MATH 115, Mathematics for the Liberal Arts, or MATH 116, College Algebra or a higher-level math course.

MATH 105 does not count toward fulfilling the general education requirement in Mathematics/Natural Science.

Open Electives

These are any courses selected by the student, whether in the liberal arts and sciences or in such areas as Education, Accounting, Management, Finance, Marketing, Computer Information Systems, Social Work, Journalism, Physical Education, Nursing, Criminal Justice, Legal Studies, Veterinary Technology, etc.

Please see the Associate's degree section for the curricular distributions of the following Associate in applied science degrees: Banking, Business, Information Technology, Music Industry & Technology, Occupational Therapy Assistant, Television Production and the Associate in science degree in Accounting, and Human Services.

Speech

All students are required to complete SPCM 110, Oral Communication. SPCM 105, SPCM 108, and SPCM 109 do not count toward fulfilling the general education requirement in Speech.

Degree Conferral Form

Formal graduation ceremonies take place in May. Degree conferral and diplomas are issued in February, May and August.

A student applies for graduation by filling out the Graduation Application Form (available in the Office of Student Services or online via Mercy Connect under the Student Services tab) and submitting the completed form to the Registrar.

Forms must be submitted according to the following deadlines. Failure to meet the appropriate deadline will result in postponement of graduation to the next scheduled date for issuing diplomas. There are no exceptions to this policy.

Deadlines for applying for Degree Conferral	Application Date
February	October 15
May	February 2
August.....	May 18

Graduation Honors

To be eligible for academic honors (summa cum laude, magna cum laude, and cum laude) and major program honors, a student must be a candidate for a baccalaureate degree and complete a minimum of 36 credits in residency at Mercy College. Required indices for honors are as follows:

Summa Cum Laude	3.8
Magna Cum Laude	3.6
Cum Laude.....	3.4

To be eligible for major program honors, a student must have an overall GPA of 3.0 and a 3.5 GPA in courses meeting requirements for their major program in the semester prior to the beginning of the semester their commencement takes place.

To be eligible for the President’s Medal and major program honors, which are awarded annually, and to have his/her honors appear in the published commencement program, a student must complete a minimum of 36 credits in residency at Mercy College prior to the beginning of the semester in which his/her commencement takes place.

Candidates for the Associate degree are eligible for honors if they have completed at least 36 credits at Mercy College and a minimum GPA of 3.4 for courses completed at Mercy College in the semester before their commencement takes place.

Transfer credits are not included in the calculation for graduation honors.

Honor Societies

Mercy College has established chapters of 14 national honor societies. Alpha Chi is an honor society promoting general academic excellence and character. Departments that have established chapters of honor societies are:

- Biological Sciences — Beta Beta Beta
- Business, Accounting — Delta Mu Delta
- Criminal Justice — Alpha Phi Sigma
- Education — Kappa Delta Pi
- English — Sigma Tau Delta
- Foreign Languages — Phi Sigma Iota
- Gerontology — Sigma Phi Omega
- Health Sciences/Health Professions - Alpha Eta
- History — Phi Alpha Theta
- Mathematics and Computer Information Science — Pi Mu Epsilon
- Nursing — Sigma Theta Tau
- Philosophy — Phi Sigma Tau
- Psychology — Psi Chi
- Social Work — Phi Alpha
- Social Sciences — Pi Gamma Mu

Undergraduate Programs

Associate in Arts
Associate in Applied Science
Associate in Science
Bachelor of Arts
Bachelor of Fine Arts
Bachelor of Science
Bachelor of Social Work

Minor Concentrations

Students may group a set of elective courses as a minor concentration. Minor concentrations are noted on a student's transcript as a way of recognizing that he/she has, over and above the required major program, also concentrated to a lesser degree in one or more other areas. The rules governing a minor concentration are the same for all areas except Social Work and are as follows:

A minor concentration is constituted by a group of courses (numbered 120 or above) amounting to at least 15 credits in one of the following areas:

Biology
Business
Chemistry
Communications Disorders
Communication Studies
Computer Information Science
Computer Science
Criminal Justice
English
History
Humanities
Legal Studies
Mathematics
Media Studies
Music Industry + Technology
Psychology
Social Work*
Sociology
Spanish
Speech

* *Requires 15 credits of social work theory with no more than three credits in social work practice.*

The following conditions should be noted:

1. At least nine credits to be used toward a minor concentration must have been taken at Mercy College.
2. A student must have a 2.0 cumulative scholastic index in an area for it to be recorded as a minor concentration.
3. Courses already counted toward a major or the general requirement cannot also constitute part of the minor concentration.

General Education Curriculum

The General Education Curriculum has two distinct but interrelated purposes. First, it is designed to ensure that students have a certain breadth of knowledge. That knowledge is drawn from the liberal arts and sciences, and extends beyond the specialization of a major field. Second, the General Education Curriculum is designed to ensure that students develop the basic competencies that support continued growth and achievement in careers and in the professions. To achieve these goals, the General Education Curriculum has been designed with the following components:

Liberal Arts Core / Competency Skills18 credits

- CINQ 101 Critical Inquiry
- ENGL 111 Written English and Literary Studies I
- ENGL 112 Written English and Literary Studies II
- SPCM 110 Oral Communication
- MATH 115 Mathematics for the Liberal Arts
or MATH 116 College Algebra or a higher-level math course
- JRSM 301 Junior Seminar

Liberal Arts Disciplinary Groupings.....24 credits

Choose three credits from each of the eight groupings:

- Literature and Communication
Literature, Speech, Communication
- Language and Cultural Perspectives *
World Languages
- Ethical Perspectives
Philosophy, Religion
- Historical and Global Perspectives
History, Political Science, Geography
- Mathematics and Information Technology
Mathematics, Computer Information Science
- Scientific Perspectives
Biology, Chemistry, Physics, Geology, Astronomy, Exercise Science
- Social Perspectives
Sociology, Psychology, Economics
- The Arts
Art, Art History, Music, Theatre, Film

Choose 18 credits with advisement from any combination of the eight groupings18 credits

(Note: Some 200-level major prerequisite courses may be used to fulfill this requirement).

Total 60 credits

* With the exception of American Sign Language, for Language credit a student must have the equivalent of an intermediate (level 116 or higher) course. Credit for any language course may be earned through traditional coursework, transfer credit or through an authorized proficiency exam.

Co-Curricular and Student Life

Students should consult the Mercy College Student Handbook for a more detailed view of student life.

Athletics

Mercy College sponsors intercollegiate competition in baseball, men's and women's basketball, men's and women's lacrosse, men's and women's soccer, field hockey, softball and volleyball.

Mercy College's teams continue to attract a great deal of attention regionally and nationally. Recently, the men's lacrosse team ranked seventh in the nation, amongst Division II, while each program continues to build a strong foundation and improve in the very competitive East Coast Conference. Besides Field Hockey, which is independent, all of Mercy's teams are members of the ECC and square off nationally ranked opponents. Coaches at Mercy continue to compose star-studded rosters and bring in student athletes that are not only difference-makers on the field and the court, but are also proud ambassadors of the College.

The Mercy College athletic teams (at the Dobbs Ferry Campus only) are members of the following:

- East Coast Conference.
- National Collegiate Athletic Association (NCAA) Division II.

Students may arrange to make recreational use of all the College's athletic facilities, which include separate fields for baseball and softball, outdoor handball and basketball courts, several playing fields, and soccer field, as well as the gymnasium, fitness center, and tennis courts. Club sports and intramurals are run throughout the year, both for indoor and outdoor sports.

Career Services

Career Services at Mercy College teaches career readiness with the goal of each student developing lifelong, self-directed, career management skills. We provide the tools, training, and exposure to opportunities that empower you to take ownership of your career success.

Through workshops, on-line resources, career events and individualized counseling, we empower you to thrive in an ever-changing and exciting workplace. Open to all students across all campuses, our programs leverage the most advanced technologies available through our state-of-the-art Vitale Life Skills Lab, providing you access to information and opportunities from across the world and around the clock.

Services available to Mercy College students include, but are not limited to:

- Major and career exploration — through the use of interactive career and educational planning tools, select a major that supports career goals.
- Resume building — work with your PACT mentor or Career Counselor to develop a professional and competitive resume that stands apart from the crowd

- Interview skills — conduct live mock interviews, or practice at home with a virtual mock interview tool.
- Job and Internship search — we'll help you develop a strategy to efficiently and effectively identify and pursue the career opportunity of your choice.
- Graduate School counseling — develop a plan to continue your education upon graduation from Mercy College.

Career Maverick

Mercy College's Career Maverick system is your online gateway to a host of tools and resources that will be of value to you throughout your college career and beyond. Registration is free and available exclusively to members of the Mercy College community at <https://mercy-csm.symplicity.com>. Through Career Maverick you will gain access to exclusive full-time and part-time job and internship opportunities specifically targeting members of the Mercy College community. You will also be able to access the NACElink Network, the largest career network of career services and recruiting professionals in the world.

All Career Services are free of charge to students and alumni. To schedule an appointment to meet with a counselor at the campus of your choice call 914-674-7203 or email: careerservices@mercy.edu.

Complaint/Grievance Procedures

Students with a complaint are encouraged to discuss their concerns informally with the appropriate office or individual. For academic concerns, students must communicate with their instructors and/or academic advisors early in the semester to resolve concerns and to allow time for appropriate actions and referrals.

Students wishing to file an official grievance should do so in writing. For academic concerns, the grievance should be addressed to the Office of the Provost. Please refer to Academic Grievance Policy in the Academic Regulations and Procedures section. Non-academic grievances should be addressed to the Director of PACT. A copy of college grievance procedures may be obtained in that office.

Counseling and Similar Support Systems

The Mercy College Student Counseling Services office offers psychological evaluation and brief treatment lasting one to six sessions. Students in need of more intensive treatment are referred to local hospitals and clinics for long-term psychotherapy and/or medication, if necessary.

College students come to the Counseling Services office with mental health issues including increased stress, depression and anxiety as well as concerns about their academic progress, daily living, adjustment to college, or relationships with others. Counseling can be an opportunity to talk about issues that are of concern to students with an objective person who can help them develop skills and view situations in ways that may enable them to be more effective in managing life's challenges down the road.

This service is for Mercy College students ONLY. Full- and part-time faculty, administrators, and staff may contact the Employee Assistance Program (EAP) to obtain psychological services.

Health Information and Services

On the Dobbs Ferry Campus, the Health Services Office is located in Room 115 of the Main Hall. The Office is staffed by a nurse who serves students with health problems, illnesses, and /or accidents during its posted hours. The office also provides information on family planning, weight control, sexually transmitted diseases, blood pressure, and similar routine matters.

There are no fees for the services of the Health Office. If the services of a physician are necessary, and the student does not have a family physician, the nurse can provide a referral to a physician or to a community health agency. Students are urged to consult the nurse before serious symptoms of illness develop and before their schoolwork is affected by problems with their health. Students with medical problems that require special attention or care are also urged to contact the nurse. At campuses other than Dobbs Ferry, medical referral information is available. Personally identifiable health information is treated as confidential in compliance with the law. For more information, please contact the Deputy Director of PACT at 914-674-7622.

New York State Department of Health Bureau Immunization Program

All students born after January 1, 1957, are required to show proof of immunity against measles, mumps, and rubella. Please see page 266 for details.

Non-Discrimination Policy

The policy of Mercy College is that discrimination against any individual for reasons of gender, race, creed, religion, national origin, sex, sexual orientation, age, marital or parental status, ethnicity, citizenship status, veteran or military status, disability or for any other legally protected basis is specifically prohibited. This includes discriminatory language, gestures, and written or electronic communication. Accordingly, equal access to educational programs, employment opportunities, and all other college activities is extended to all eligible persons.

Information concerning non-discrimination policies, including complaint procedures, may be obtained from the following individuals:

- For Students: *Deputy Director of PACT.*
- For Faculty, Administration, and Staff: *Director of Human Resources.*
- For Handicapped Services: *Director of Disability Services.*

New Student Orientation

Students entering Mercy College for the first time are invited to an orientation held over the summer. Separate orientation programs generally are planned for first-year students, transfer students, residence hall students, and international students. At Orientation, new students meet members of the administration, staff and faculty and learn about services and opportunities that are vital elements of life at Mercy College. For online students, there is an online orientation that walks the student through the taking of an actual online course. Transfer students who have previously participated in the collegiate experience are given information about those programs and services that are unique to Mercy College.

Public Information Policy

The Family Educational Rights and Privacy Act of 1974 specifically provides that a school may provide what is termed “directory information” to third parties when a legitimate request is made in writing. Mercy College may occasionally release “directory information,” without the student’s consent. Directory information includes the following: the student’s name, local and permanent address, email address, telephone number, age, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance at Mercy College, degrees, honors, and awards received and their dates, and the most recent previous educational agency or institution attended. Any student who wishes any or all of his/her directory information to remain confidential may inform the Office of Registrar of his/her request in writing, at any time.

In addition, The Family Educational Rights and Privacy Act guarantees all students access to their own academic records. Detailed information concerning specific points regarding confidentiality of students’ records can be found in the Mercy College Student Handbook, or can be obtained by inquiring with Office of Registrar.

Residential Life

An on-campus residence hall was opened at Mercy College in September 1995. The Residence Hall, with meeting rooms, community rooms and 210 beautiful rooms, overlooks the majestic Hudson River. The College also houses students at nearby hotels in the area. Call the Admissions Office and Residential Life to arrange a tour.

The Residential Life Program is designed to provide students with living facilities and activities that enhance and extend their formal classroom education. The program is structured to promote students’ social, cultural, personal and intellectual development. Living in a residence hall offers a structured environment in which students can live independently and develop a greater sense of personal identity within a community setting.

For further information, or to apply for a room in the Residence Hall, contact the Residential Life Office, 914-674-7277 on the Dobbs Ferry Campus or visit our website at www.mercy.edu.

Student Government Association

The Student Government Association is dedicated to social and organization activities for the student body. The purpose of the organization is to represent students’ views within the college and sometimes on local and national issues. It is also responsible for providing a variety of services to students. Students can get involved in its management, through numerous and varied committees, councils and general meeting, or become one of its elected officers.

Student Conduct and the Judicial System

Part of any educational process is instilling an understanding of civic values and of the standards of conduct and behavior that individuals expect of each other. Our policies reflect the values of our college and also incorporate a number of legal requirements. These policies address many of the difficult intersections between private conduct and societal rules, including alcohol and drug use and abuse, sexual assault and harassment, discrimination and hate crimes, and public speech. In developing policies that deal

with these areas, the college seeks to educate our students as well as regulate activity. The responsibility for understanding and abiding by these policies, and any related laws, rests within each individual student. Students have the obligation to become familiar with the college's policies and should reflect thoughtfully on their conduct in these areas.

Policy on Alcohol and Illegal Drugs

The abuse of alcohol and illegal drugs can have a significant adverse effect upon the Mercy College community, compromising interpersonal relationships and undermining the educational mission of the College. In response to these concerns, and pursuant to the Drug-Free Schools of Communities Act Amendments of 1989, the College has developed a comprehensive program to prevent the use of illegal drugs and the abuse of alcohol. The College reviews its program biennially to determine its effectiveness, to implement any necessary changes, and to ensure that the required disciplinary sanctions are consistently enforced. Refer to the Student Handbook for detailed information concerning:

1. Mercy College's policies on substance abuse and alcoholic beverages.
2. College sanctions for violation of these policies.
3. Criminal sanctions for the illegal possession or distribution of drugs and alcohol.
4. Health risks of drugs and alcohol.
5. Places where one can receive help concerning the abuse of alcohol and drugs.

Textbooks

Textbooks are available for student purchase at the campus bookstores located at the Dobbs Ferry and Bronx campuses, as well as online at www.mercy-dobbs.bkstr.com for Dobbs Ferry, Manhattan, Yorktown Heights and Online students; or www.mercy-bronx.bkstr.com for Bronx students.

Textbook pricing information, including the International Standard Book Number (ISBN) and retail price, for required and recommended materials for each class is available on the bookstore website.

Support Services and Resources

Campus Safety and Security

The Office of Campus Safety will provide, upon request, all campus crime statistics as reported to the United States Department of Education. These statistics may also be found at <https://www.mercy.edu/visitors-community/consumer-information/> and on the Mercy College website at [mercyc.edu/safety/crimestats.htm](https://www.mercy.edu/safety/crimestats.htm). This information is also available in a hardcopy format from the Office of Campus Safety. To receive a copy, contact the Director of Security at 914-674-7225.

Student Counseling Center

The Student Counseling Center offers psychological evaluation and brief treatment lasting one to four sessions with a licensed psychologist or social worker. Students in need of more intensive treatment are referred to local hospitals and clinics for long-term psychotherapy and/or medication, if necessary.

Students utilize the Counseling Center for help with mental health issues including increased anxiety, depression, eating disorders, substance abuse and crisis intervention, as well as concerns about their academic progress, daily living, adjustment to college, and relationships with others. Counseling can be an opportunity to talk about issues that are of concern to students with an objective person who can help them develop skills and view situations in ways that may enable them to be more effective in managing life's challenges down the road.

For more information or to schedule an appointment, please call 914-674-7233 (Dobbs Ferry, Manhattan, Yorktown Heights campuses) or 718-678-8775 (Bronx campus).

This service is for Mercy College students ONLY. Full- and part-time faculty, administrators, and staff may contact the Employee Assistance Program (EAP) to obtain psychological services.

Learning and Assessment Services

Learning and Assessment Services is the umbrella for the Center for Academic Excellence (composed of Learning Centers on Mercy College's four campuses), and the Testing Office. The overall purpose of these services is to provide Mercy College students with the academic support necessary to meet the challenges of higher education.

The Learning and Assessment Services are an outgrowth of Mercy College's mission to support the academic development of students with their full range of diversity in language, scholastic background, levels of communications skills and general academic sophistication. The services of these offices are available to all undergraduate students who want to improve or enhance their learning skills.

Students, faculty, and staff are encouraged to take advantage of the available resources, and to discuss issues related to their classes.

The Center for Academic Excellence

The four campus Learning Centers are designed to support teaching and learning at the College. They offer assistance in English and writing across the curriculum as well as most content-specific areas among them mathematics, statistics and the computer sciences; biology, chemistry and physics.

Many qualified peers, graduate students, and faculty members are on staff to help students succeed. Group, supplemental instruction and individual tutoring are available, as well as workshops on a variety of study skills.

Hours of offerings vary at each location. Mercy College students have access to all Centers regardless of home campus. Students interested in taking advantage of this service should call 914-674-7402.

Testing Office

The Testing Office coordinates all placement examinations for incoming new and transfer students. Examinations are administered by proctors and offered on all campuses. Placement examinations are used to determine the appropriate introductory level courses for incoming students in mathematics and English. This Office also administers the Introductory Computer Information Science (CISC120) waiver exam and the College Level Examination Program (CLEP) exams. Students can contact the Office by calling 914-674-7358.

The Nick Spano Speech and Hearing Center

The Speech and Hearing Center offers diagnostic and remedial services for children and adults who have speech, language, and/or hearing disorders. In addition, the center serves as a laboratory for students studying speech, language, and hearing disorders and working toward New York State Provisional Certification as Teachers of the Speech and Hearing Handicapped.

Libraries and Information Science

Mustafa Sakarya, *Director of Libraries*

Srivalli R. Rao, *Coordinator of Library and Information Science Program*

The program offers open elective courses for credit in Library and Information Science. Some of these courses are of an interdisciplinary nature and can be taken by students who meet the prerequisites to complement the courses in their major concentration.

The division *does not offer* a major concentration in Library and Information Science.

Courses will also complement the existing catalog description of the information literacy competency by equipping students with the necessary skills to:

1. Recognize and articulate the need for information.
2. Access information from appropriate sources.

3. Critically analyze and evaluate information and its sources.
4. Organize and process information.
5. Apply information for effective and creative decision-making.
6. Generate and effectively communicate information and knowledge.
7. Develop skills in using information technologies.
8. Understand and respect the ethical, legal, and sociopolitical aspects of information and its technologies.
9. Develop attitudinal objectives that lead to the appreciation of lifelong learning.

Libraries and Information Science

Students may choose the following electives:

LISC 101 Information Use and Library Research
LISC 260 Using Electronic Resources for Research
LISC 295 Topics in Information Studies

Students with Disabilities

Mercy College is committed to the availability of its academic offerings to all qualified students, in compliance with section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA).

The Office of Disability Services coordinates disabilities services, including the provision of auxiliary services. Students whose disabilities may require some type of accommodation must self-identify and complete a "Request for Accommodations" agreement. An intake interview with the Director for Disabilities Services may be required. Both the request for accommodations and the interview should be completed one month prior to the academic term. Reasonable accommodations will be made upon receipt of medical documentation of the disability, which supports the request and need for the accommodation. Appropriate modifications of accommodations will be worked out on a case-by-case basis.

Requests for testing with accommodations should be made to the director for Disabilities Services two weeks in advance of need. Students with disability for which they are or may be requesting an accommodation are encouraged to contact the Office of Disability Services, Main Hall, Room 108, 914-674-7523, as soon as possible in the term.

Undergraduate Admissions

Admission Requirements

Degree-Seeking Students (Matriculating)

Mercy College provides educational opportunities for applicants who demonstrate motivation, desire, and the potential to benefit from, and contribute to, its programs of study. Qualified applicants are admitted without regard to race, religion, national or ethnic origin, gender, sexual orientation, marital status, age or physical disability.

First-Time Freshman

First-time student candidates for admission must submit the following to the Office of Admissions:

1. A completed Application for Admission (available from the Office of Admissions or online), accompanied by a non-refundable application fee of \$40.
2. An official, final high school transcript (mailed by the high school directly to the college), which includes all secondary school grades, class rank and date of graduation. Students whose transcripts are unavailable should consult with an admissions counselor. Or, the applicant can provide a High School Equivalency Diploma, if applicable, with corresponding score sheet.

Certain programs may require additional items as part of the application. Refer to the program page in this catalog, www.mercy.edu, or contact the Office of Admissions for further information. These majors include the following: Computer Arts & Design, Music Industry & Technology, Nursing, Occupational Therapy Assistant, Social Work, and Veterinary Technology.

Although Mercy College is considered an SAT optional institution, it is recommended that a first-time student applicant coming directly from high school submit the results of the SAT or ACT if taken.

All material for the application file is reviewed upon receipt. Mercy College applications for all three semesters (fall, spring and summer) are received on a rolling basis. Applications are reviewed on an individual basis.

Acceptances are based upon completion of all admissions requirements and forms. The official, final high school transcript and any other forms and material that may be required are due on or before enrollment. If the high school transcript and the other required forms and materials are not submitted by that date, admission may be denied.

Upon notification of acceptance by Mercy College, applicants are requested to contact the Office of Admissions to complete their registration. Full immunization compliance is required for registration. Please see Immunization Compliance Requirements at the end of this section.

Students who do not meet the minimum criteria for admission into the regular Mercy College program may be eligible for admission to one of the special programs under the umbrella of the College Opportunity Programs.

Application is made with the understanding that admission, matriculation and graduation are subject to the academic policies of Mercy College and that acceptance implies the obligation to abide by the rules and regulations of the College. The College reserves the right to request the withdrawal of any student who does not meet the above stated requirements.

Matriculating Transfer Students

Transfer candidates must submit the following to the Office of Admissions:

1. A completed Application for Admission (available from the Office of Admissions or online), accompanied by a non-refundable application fee of \$40;
2. Official, final transcript(s) from each college or university previously attended and official translation if necessary; and
3. An official, final high school transcript (mailed by the high school directly to the college), which includes date of graduation. Students whose transcripts are unavailable should consult with an admissions counselor. Or, the applicant can provide a High School Equivalency Diploma, if applicable, with corresponding score sheet.

Certain programs may require additional items as part of the application. Refer to the program page in this catalog, www.mercy.edu, or contact the Office of Admissions for further requirements. These majors include the following: Computer Arts & Design, Music Industry & Technology, Nursing, Occupational Therapy Assistant, Social Work, and Veterinary Technology.

Upon notification of acceptance by Mercy College, applicants are requested to contact the Office of Admissions to complete their registration. Full Immunization compliance is required for registration. Please see Immunization Compliance Requirements at the end of this section.

Transfer candidates applying for advanced standing will receive credit in transfer upon matriculation at Mercy College. Credit is usually transferable for all courses in which the applicant has obtained a grade of C (2.0) or higher. If a student has an Associate's degree and an average of C in courses taken for that degree, he/she will ordinarily receive full credit for all the courses successfully completed in earning that degree. If a student has an associate's degree, with a minimum of 48 credits in liberal arts and sciences, and an average grade of C in courses taken toward that degree, he/she may receive full credit for having completed the general education requirements for the bachelor's degree at Mercy College with the exception of any general education courses that are prerequisites for the major. The evaluation of transcripts for the purpose of determining transferable credit is done on an individual basis. Matriculating students must successfully complete at least 30 semester-hours of credit in residence, 15–21 credits of which must be in their major concentration, in order to receive their degree from Mercy College.

A maximum of 75 credits may be accepted upon transfer from accredited two-year colleges. A maximum of 90 credits may be accepted upon transfer from accredited four-year colleges. Combined transfer credits from two- and four-year colleges may not exceed 90 credits.

Major Concentrations with Supplemental Admissions Requirements

Certain major concentrations at Mercy College require supplemental admissions items. Please refer to the program page in this catalog, www.mercy.edu, or contact the Office of Admissions for further information. These majors include the following: Computer Arts & Design, Music Industry & Technology, Nursing, Occupational Therapy Assistant, Social Work, and Veterinary Technology.

Campus Visits and Information Seminars

Prospective applicants are encouraged to visit the college and to schedule an appointment with an admissions counselor to discuss academic and career goals, admission requirements, financial aid availability, and registration procedures. Appointments may be made with an admissions counselor at any of Mercy College's campuses. Applicants can also visit our website at www.mercy.edu.

SPECIAL CATEGORIES OF ADMISSIONS

Accelerated Students

Accelerated students who have completed the requirements for a high school diploma after three years of high school may matriculate at Mercy College. Such students should apply for admission during their junior year in high school. Exceptional students may matriculate and study full-time under supervision at Mercy College without completing formal work for the high school diploma. Such students are accepted by Mercy College in accordance with the Early Admission Guidelines set forth by the New York State Education Department.

Advanced Placement

Students who have taken college-level courses in high school and who have received satisfactory scores on the College Board Advanced Placement Examinations are exempt from taking corresponding courses at Mercy College and are eligible for advanced standing. Students may also obtain advanced placement by achieving satisfactory scores on tests administered by the College Level Examination Program and the Regents College Exam. Credits earned in this way may be used to satisfy general requirements. Credit may also be awarded for Life Achievement following submission and evaluation of a portfolio.

Advanced Study

High school seniors (or those about to enter their senior year) who wish to register for a course as a non-matriculate student may do so provided they meet certain requirements. This is an enrichment program — not for students who need to make up credits because they have failed high school classes. High school students are not eligible to take remedial courses under this program.

- High school students must take the English Placement Test and score at the 110 level. If they are taking courses that require it, they must also take the Mathematics Placement Test. The placement tests can be waived under special circumstances.
- High school students must submit a letter of permission from an appropriate high school official (varies upon school — guidance counselor, principal, assistant principal etc.)

- High school students may register on a space available basis on the first day of the term at a reduced tuition rate.

High school students should complete the college's registration process. Please contact the Office of Admissions for more information at 877-MERCY-GO.

Dual Degree Programs

Mercy College offers over ten Dual Degree Programs which enable you to earn a bachelor's and master's degree in the fields of Accounting, Business, Education, Nursing, Health Sciences, Cybersecurity or Psychology. Many of these programs allow students to take graduate credits in their junior and senior years, and these credits can be used towards satisfying their bachelor's as well as master's degree requirements. Combining undergraduate and graduate degree programs streamlines the certification process in many of the related professions thus reducing the time and costs associated with obtaining a master's degree.

International Students

International applicants who plan to attend Mercy College under the F1 student status should contact the International Students Office and request the I-20 Eligibility Form, other immigration and admissions related materials, and assistance with visa procedures.

Official transcripts from foreign institutions must be evaluated by World Education Services (WES) and must be sent by WES directly to the Admissions Office at Mercy College. In addition to WES, Mercy College will accept any evaluation performed by any member of the National Association of Credential Evaluation Services (NACES) www.naces.org.

International applicants whose primary language is not English are required to submit scores from the Test of English as a Foreign Language (TOEFL). For more information regarding TOEFL requirements, please contact the Office of Admissions at 877-MERCY-GO or write to admissions@mercy.edu.

The International Students Office assists members of the Mercy College international community by providing direct support with academic, career, employment, immigration, personal, cross-cultural and financial matters as it serves as a referral source to other college offices and academic departments.

In addition, the International Students Office will advise on immigration matters including, general information on students' rights and responsibilities, assistance with procedures required for transferring institutions, extensions of stay, permission to work and practical training experiences.

All F-1 international students must report within 15 days of arrival to the International Students Office of Mercy College with their travel and immigration documents.

International students may contact the International Students Office at 914-674-7284 or international@mercy.edu.

Members of the Armed Forces and Veterans

At Mercy College, the past and present sacrifices made by student veterans in service to our nation are deeply appreciated. For active-duty service members and military veterans who want to advance their education and career in the midst of a rigorous lifestyle, Mercy College enables students to earn an undergraduate and/or graduate degree from more than 90 degree choices. Mercy College degree programs are designed to meet the needs of even the most demanding military schedule in an affordable, flexible, and individual approach with special emphasis on distance learning, service relevant programs, and second career paths.

Mercy College is an official U.S. Department of Veteran Affairs Yellow Ribbon School, and a G.I. Jobs Top Military Friendly School. It is also recognized as a Service Members' Opportunity College (SOC), providing educational assistance to active-duty service members; a joint member of the Department of Defense Concurrent Admissions Program; and an approved college for the National Guard Tuition Grant Program.

Mercy College offers the following benefits for members of the armed forces and veterans:

1. Use of admissions procedures that insure access to higher education for academically qualified military personnel
2. Evaluation of learning gained through military experiences and academic credit awarded where applicable to the service member's program of study
3. Evaluation of non-traditional learning and awarding of academic credit for such learning where applicable to the service member's program of study
4. Evaluation of requests for inter-institutional transfer of credits and acceptance of such credits whenever they are appropriate to the service member's program and are consistent with the college's curriculum
5. Flexibility to service members in satisfying residence requirements by making adjustments for military students who transfer when there are other assurances of program balance
6. Education and student support services for veterans
7. Adherence to U.S. Department of Defense Tuition Assistance (TA) program requirements for all Active Duty members.

Facts about the Post-9/11 GI Bill®

Mercy College's designation as a Yellow Ribbon school combined with Post-9/11 GI Bill® benefits virtually eliminates any education costs throughout a student's college career. In addition, the Post-9/11 GI Bill® may provide up to \$9,000 toward living expenses every semester to eligible Mercy College students. Transitioning from military service to academic life has never been easier, thanks to Mercy College and the GI Bill®.

- The education benefit of the Post-9/11 GI Bill® can now be used for undergraduate, graduate, and doctoral degrees.
- There are increased benefit limits — including a housing cost allowance that is paid directly to the veteran.
- The tuition benefit is paid directly to Mercy College — 100 percent eligible veterans will have no out-of-pocket tuition costs.

- In certain cases, veteran GI Bill® benefits can be transferred to an immediate family member.

For further information regarding VA Benefits Certification, please contact the Office of Business Operations at 914-674-3104.

Non-Degree-Seeking Students (Non-Matriculating)

Students who wish to enroll in courses for college credit on a non-matriculating (non-degree) basis may register for those courses by completing a simple non-degree application for admission to Mercy College. Placement testing may be necessary depending on the prerequisites of the chosen courses. Applications for non-matriculating students are available online and in the Admissions Office at each location. Undergraduate students may only take up to 24 credits as a non-degree seeking student and are encouraged to apply for regular admission.

Senior Citizen

Senior citizens (age 62 and older) may register on a space available basis on the first day of the term at the reduced tuition rate. Senior citizens should complete the College's registration process, and should be prepared to show proof of age.

New York State Department of Health Bureau Immunization Program

All students attending colleges and universities in New York State are required to show proof of immunity against measles, mumps, and rubella. Students born before January 1, 1957, are exempt from this requirement. Failure to show proof of compliance with this regulation may prohibit students from attending classes. In addition, students are required to submit a record of meningococcal meningitis immunization within the past ten years, or an acknowledgement of meningococcal disease risks and refusal of the immunization signed by the student.

For further information about the New York State Department of Health immunization requirements, please contact the Mercy College Office of Student Services.

Tuition, Expenses and Financial Assistance

Undergraduate Tuition

- Full-time per semester (12 credits or more).....\$ 8,498
A student with 12 or more credits in any semester is considered a full-time student.
- Part-time per credit hour (less than 12 credits).....\$ 715

Fees

- Freshman Application Fee (non-refundable).....\$ 40
- Transfer Application Fee (non-refundable)..... \$ 40
- Audit Fee (50 percent tuition discount is available)
- Registration Fee (non-refundable)
 - 12 credits or more per semester.....\$ 290
 - Less than 12 credits per semester.....\$ 145
- Special Program Fee – Computer Arts & Technology (per semester):
 - Greater than six credits.....\$ 800
 - Six credits or less.....\$ 400
- Special Program Fee – Music Industry and Technology (per semester):
 - Greater than six credits.....\$ 800
 - Six credits or less.....\$400
- International Student Fee (new students only).....\$ 450
- The STAR Program (Striving Toward Abilities Realized) per semester....\$ 1,375
- Challenge Exam Fee (for BIOL 305, BIOL 316, BIOL 317).....\$ 80
- Change of Program Fee\$ 15
Payable by all students who add and drop a course during the period from the first day of class to the end of late registration.
- Senior Citizens (age 62 +; on the 1st day of class if seats are available) \$ 150/ cr
- Returned Check Fee\$ 20
Payment covering returned checks and fees and all payments to the college thereafter MUST be made by Cash, Money Order, or Certified Check.
- Transcript Fee (official) Free
(student copy)\$ 5
- Certificate Fee (for completion of Certificate Program).....\$ 16
- College Level Exam Program (exam fee).....\$ 65

- College Level Exam Program (money order required).....\$ 15
(Both payments are required)
- Life Achievement Portfolio Submission Fee.....\$ 120
- Late Payment Fee, per assessment\$ 100
- Late Registration Fee\$ 100
- Reinstatement of a Cancelled Registration Fee\$ 100

Note: Certain courses offered may require additional costs. Course with additional costs are noted in the course-listing portion of this catalog.

College-Related Costs

Students are advised that they should anticipate certain expenses over and above tuition expenses. While Mercy College cannot guarantee that each student will incur the same expenses, or that these expenses will remain constant throughout the student’s years at Mercy College, the following may assist the student in making financial plans.

2013–2014	Full-time 12–18 credits
Tuition and Fees	\$17,556 per year
Books.....	1,350
Transportation	1,400
Maintenance at Home	5,000
Personal Expenses.....	1,600
Total	\$27,160 per year

The "maintenance at home" figure is used for students living at home. Room and board charges for resident students are available from the Office of Student Residence Life.

Payment Policy

Tuition, fees and all other charges are due as follows by academic term:

- Summer** Three weeks prior to the first day of the term
- Fall** Three weeks prior to the first day of the term
- Winter** Upon registration
- Intersession** Upon registration
- Spring** Three weeks prior to the first day of the term

You will be required to complete a Student Acknowledgement Statement and Method of Payment Information Form prior to registering for classes each term. The forms are available online via MercyConnect. This information will be used to assist you in completing your payment arrangements each term.

Arrangements for payment in installments may be made with specific monthly payment plan providers or directly with Mercy College. For additional information regarding payment plan options, please contact either the Office of Business Operations or the Office of Student Services. These arrangements must be made as of the above outlined timeline. Payment may be made by MasterCard, VISA, AMEX, Discover or debit cards with appropriate credit card logos. All tuition and fees are subject to change without prior notice. Any student who has an overdue balance will be subject to late fees,

and will not be eligible to participate in the registration process, receive transcripts, or remain in residence at the college or use college services or facilities. Students are responsible for balances incurred due to the loss or reduction of financial aid or other credit originally anticipated due to her/his ineligibility, lack of attendance, incomplete paperwork or for any other reason.

Many Mercy College students may be eligible for Financial Aid in the form of Scholarships, Grants, Loans, and Work Study from Federal, State, Institutional, and/ or Private sources. Tuition payment may be deferred based upon anticipated receipt of the awards that have been processed by the Office of Student Services prior to billing due dates and in accordance with related deadlines. All financial aid awards are conditional upon the successful and timely completion of all related and required paperwork. Therefore if, for any reason, financial aid awards are not disbursed, the full balance of tuition and fees is due and payable upon demand to Mercy College. Should it be necessary to place a delinquent account with a collection agency, all fees, including reasonable attorney fees, become the responsibility of the student.

Resident students should be aware that the due dates for their financial arrangements are different from the dates for the at-large student population. Please read the housing agreement carefully.

Notwithstanding anything contained in this catalog, the college administration expressly reserves the right, whenever it deems advisable: (1) to change or modify its schedule of tuition and fees, and (2) to withdraw, cancel, reschedule, or modify any course, program of study, or degree, or any requirements in connection with any of the foregoing.

For questions regarding billing or payments please contact the Student Service Support Center at (888) 464-6737.

Refunds

When a student officially withdraws from any course or courses by filing a formal withdrawal notice (Drop/ Add Form) with the Office of Student Services, refund of tuition will be made according to the below outlined schedule. See the [course bulletin for specific refund dates](#). The date of withdrawal is the date upon which the formal withdrawal notice is received. Withdrawal may be processed at the Office of Student Services or via the Web at MercyConnect. Fees are non-refundable once courses begin.

<i>Date of Withdrawal</i>	<i>Fall or Spring Semesters</i>	<i>Eight-Week Sessions and Summer Sessions</i>
Prior to second week of scheduled course meetings	100% Refund	100% Refund
Prior to third week of scheduled course meetings	80% Refund	80% Refund
Prior to fourth week of scheduled course meetings	50% Refund	No Refund
During and after fourth week of scheduled course meetings	No Refund	No Refund

This refund policy may not apply to international students who enter the U.S. under the terms of their international contract with Mercy College or to students receiving discounted tuition.

Students who have elected to pay on the installment plan are responsible for completing all payments if they withdraw during or after the fifth week of the scheduled course meeting for the fall or spring semester, and during or after the second week of scheduled course meeting for the eight-week sessions and summer sessions.

Financial Assistance

The general College policy for processing financial assistance for our students is to do so in an efficient, equitable and accurate fashion for all students. Specifically, the Office of Student Services strives to provide access to the maximum number of resources at the maximum value possible for a student to fund his/her education.

In addition, the Office of Student Services always strives to process all types of financial aid (federal, state, and institutional) in accordance with the U.S. Department of Education (DOE), the NYS Higher Education Services Corporation (HESC), and all other governing association mandated policies and procedures.

Mercy College utilizes the U.S. Department of Education Free Application for Federal Student Aid (FAFSA) to determine federal and institutional aid eligibility for a given academic year. Eligibility for state funding is determined by the NYS HESC Electronic TAP Application (ETA).

All students requesting financial must file the previously mentioned FAFSA Application. The College recommends that students file this application electronically at www.fafsa.ed.gov. You must include the federal code for Mercy College to ensure that your application is forwarded to both the college and to HESC. The federal code is **002772**.

Once the application has been filed with the DOE, the processed application, the resulting Institution Student Information Record (ISIR), is forwarded to the college and to HESC electronically. Upon receipt of the ISIR record, the college will generate a comprehensive financial aid package. This information, along with supporting information will be sent to each student in the form of an official Notice of Award for the academic year. This information will also be available via MercyConnect.

Students **MUST** file a FAFSA Application **EVERY** year to be eligible for financial aid in a given academic year. The priority filing dates are as follows:

February 15 for the Academic Year: fall, spring, summer

February 15 of the fall term only

October 1 for the spring and summer terms

Meeting the priority filing dates ensures the ability of the Office of Student Services to complete all the required processes to generate a comprehensive financial aid package in a timely manner. Failure to meet the above priority deadlines may result in the loss of federal, state, and/or institutional aid.

Financial aid funds are credited to a student's account when eligibility requirements are satisfied for the given term (generally the fourth or fifth week of the term).

The U.S. Department of Education randomly selects FAFSA applications for a mandated Verification Process. This process requires the College to request, collect and review specific data elements of the received ISIR record. The Verification Process may result in a revision to a prior comprehensive financial aid package. A revised Notice of Award will be generated and sent to applicable students.

The Office of Student Services will notify selected students in writing for verification. This notice will detail all required documents that must be submitted to the College within two weeks of the date of the notice. Failure to comply with the Verification request will result in the loss of all financial aid (federal, state, and institutional) funding. The student will then be responsible for the full balance due on the account.

To maintain eligibility for financial aid in subsequent academic years, a student must meet the following criteria:

1. Re-file the FAFSA and the ETA within the priority deadline.
2. Maintain minimum Satisfactory Academic Progress as defined by the federal and state agencies (detailed further later).
3. Maintain minimum academic requirements for academic scholarships.
4. Maintain minimum enrollment criteria for respective aid programs.
5. Complete and submit all required verification processes (if requested).

FEDERAL FINANCIAL AID PROGRAMS

The FAFSA application is required to determine potential eligibility for all federally funded financial aid programs, including grants, loans and work study. Additionally, a student must meet the following criteria:

1. Be a U.S. Citizen or an eligible non-citizen (permanent resident).
2. Have a valid Social Security Number.
3. Be enrolled as a matriculated student in an eligible degree-granting program.
4. Have either a high school diploma or a General Equivalency Development Certification (GED).
5. Be registered for the Selective Service (if applicable).
6. Demonstrate need (as defined by the DOE) for the grant, work study and subsidized loan programs.
7. Not be in default or in an overpayment situation for any federal grant or loan program.
8. Maintain the minimum academic requirements (as detailed later).

The academic eligibility requirements for financial aid are as follows:

1. Maintain a cumulative grade point index during each academic year at or above the minimum standard as outlined in the below detailed chart.
2. Complete the minimum number of degree credits (or greater) as outlined in the below detailed chart.
3. Register for courses that are applicable to the matriculated degree; course work not applicable to the matriculated degree are not eligible for consideration in determining a student's eligibility for aid.

Students matriculated in either an associate's degree program or a bachelor's degree program must meet similar academic progress standards. However, the maximum number of semesters of aid eligibility for an associate's degree is six.

Satisfactory Academic Progress

For purposes of determining financial aid eligibility under Title IV of the Higher Education Act (HEA) of 1965, all institutions, including Mercy College, must establish reasonable standards for measuring whether a student is maintaining satisfactory academic progress (SAP). On October 29, 2010, the Secretary of Education published final rules aimed at improving the integrity of programs authorized under Title IV of the HEA. Effective July 1, 2011, institutions must comply with the published regulations that impact SAP. The Office of Student Services has implemented its satisfactory academic progress policy to comply with said regulations.

Mercy College students who do not make satisfactory academic progress towards their degree will not be eligible for the following federal Title IV aid programs:

- Federal Pell Grants.
- Federal Supplemental Educational Opportunity Grants (SEOG).
- Federal Work Study Program.
- Federal Direct Loan Programs, both Subsidized and Unsubsidized loans.
- Federal Direct Parent Plus Loan Program.

In addition, students who do not meet satisfactory academic progress will not be eligible to receive institutional (Mercy College-based) grants and scholarships. NOTE: Students receiving academic scholarships must also meet the criteria outlined in the initial scholarship notification letter.

The Office of Student Services will review academic records annually after each spring term to monitor that students are making progress towards degree completion. Students are required to maintain qualitative and quantitative standards, and may not exceed the maximum time frame for their program.

Qualitative Measure Standards

To maintain the qualitative standards of satisfactory academic progress, students must meet the cumulative GPA at the end of each academic year, as outlined in the charts below. The 'end' of an academic year is defined as the end of the spring term of each academic year, regardless of the term an individual student began his/her studies with the college in a given academic year.

Undergraduate Students

ASSOCIATE'S DEGREE		BACHELOR'S DEGREE	
Credit hours attempted	Cumulative GPA	Credit hours attempted	Cumulative GPA
0-15 credits	1.50 GPA	0-30 credits	1.50 GPA
16-30 credits	1.75 GPA	31-60 credits	1.75 GPA
31+ credits	2.00 GPA	61 credits or above	2.00 GPA

Quantitative Measure Standards*Cumulative Progress*

To quantify academic progress, students must successfully earn credits toward their degree greater than or equal to 67 percent of the credits attempted. For example, if a student has attempted 24 credit hours, he/she must earn 16 credits of those attempted ($16 \text{ earned credits} / 24 \text{ attempted credits} \times 100 \text{ percent} = 67 \text{ percent}$).

Maximum Time Frame

The number of credit hours for which a student may receive federal financial aid may not exceed 150 percent of the credit hours required to complete the academic program's published length. For example, if a student is enrolled in a bachelor's program that requires 120 credit hours for completion, then 180 hours is the maximum number of attempted hours permitted relative to federal student aid eligibility ($150 \text{ percent} \times 120 \text{ credit hours}$). For a student enrolled in an associate's program, he/she may receive aid for up to 90 attempted credit hours ($150 \text{ percent} \times 60 \text{ credit hours}$).

Determination of Attempted Credits and Earned Credits

The college includes all courses attempted at Mercy College plus course work accepted as transfer credit towards the student's declared major in the quantitative measurement in determining successful SAP. This also includes courses taken via a Consortium Agreement. Earned hours include all courses which a passing grade was received (A, B, C, D). All withdrawn courses (W, FW) and failed courses (F) are counted as unearned hours in the calculation. Repeated courses are counted in the attempted hours and are taken into consideration for the maximum allowed hours for completion toward the degree.

1. Remedial Courses

Since remedial courses and the remedial component of developmental and compensatory courses do not carry degree credit, enrollment in these courses will not result in the inclusion of the non-credit portion as cumulative attempted credits.

2. Withdrawals

Withdrawals as part of the program adjustment period will not be included as cumulative attempted credits. Withdrawals that are recorded on a student's permanent record will be included as cumulative attempted credits and will have an adverse effect on a student's capability to meet the appropriate standard.

NOTE: Retroactive "non-punitive" administrative withdrawal activity may result in the requirement for the student to repay any assistance received as a result of the student's enrollment at the time of receipt of the student assistance funds.

3. Incomplete Grades

Courses with incomplete grades are included as cumulative attempted credits. However, these courses cannot be used as credits earned toward the degree since

successful completion is the criterion for positive credit accumulation. Incomplete grades will be treated as an F when calculating a student's cumulative GPA for the purpose of determining whether a student has maintained the qualitative standards of satisfactory academic progress.

If the student fails to meet the appropriate standard for credit accumulation due to the lack of successful completion grades for these courses, the recording of successful completion grades within a term which brings the accumulated credit level to the appropriate standard will restore eligibility for the term and subsequent terms within the academic year.

4. Repeated Courses

Successfully completed courses can generally be accepted toward degree requirements once. However, each time a student attempts a course, it is included as part of the cumulative attempted credit record. Therefore, repeated courses, regardless of the prior grade, reduce a student's capacity to meet the appropriate credit accumulation standard.

Treatment of Non-Standard Situations

1. Readmitted Students

Upon readmission after at least a one-year period of non-reenrollment, the student will receive assistance for the terms in the academic year of readmission and will be evaluated for future eligibility at the end of the spring term against the appropriate standard for the degree program for which the student is enrolled. The student's previous academic history will be included as part of the calculation. If a student is readmitted after less than one year of non-enrollment, the academic record will be evaluated for satisfactory academic progress under these standards as the record stood at the end of the last term of attendance.

2. Transfer Students

Transfer students shall have their status initialized for purposes of satisfactory academic progress measurement by using the number of credits determined to be acceptable toward the degree as both the students' cumulative attempted credits and cumulative earned credits.

3. Second Degree Students

Students enrolling for a second degree, either baccalaureate or graduate, shall have their status initialized for purposes of satisfactory academic progress measurement by using the number of credits determined to be acceptable toward the degree as both the students' cumulative attempted credits and cumulative earned credits.

4. Change of Major or Degree

A student that changes majors within the same degree must complete the program within the maximum timeframe allowed for the new program. Students must be mindful not to exceed the 150 percent maximum timeframe when changing majors.

Evaluation and Notification of Federal Title IV Aid Ineligibility

The Office of Student Services will review all students' academic records annually at the conclusion of the respective spring term. Students who are not making satisfactory

academic progress towards their degree will immediately lose eligibility for future Title IV aid. Students will be notified of their ineligible status via postal mail from the Office of Student Services.

Note: If a student has a grade change or correction to their academic record subsequent to the review process, he/she should notify their respective PACT, COP or Student Services mentor in writing to request a re-evaluation of their Title IV academic progress.

Satisfactory Academic Progress for Federal Title IV Aid Appeals

Although federal regulations do not mandate institutions to offer an appeal process, Mercy College has established a Title IV SAP appeal process. Students who have unforeseen extenuating circumstances that prevented them from making SAP may submit an appeal in writing to the SAP Appeals Committee.

A student may initiate the SAP appeal process by preparing and submitting a written Title IV Satisfactory Academic Progress appeal with all substantiating documentation to his PACT, COP, or Student Services Mentor. The appeal must include (1) a detailed explanation regarding: (a) why the student failed to make SAP (examples of appeal worthy circumstances are: serious physical or mental illness of the student, serious physical or mental illness of a student's immediate family member, death of a student's immediate family member and other extreme circumstances) and (b) what has changed that will allow the student to make SAP at the next evaluation, and (2) a SAP Academic Plan, made in conjunction with the student's PACT, COP or Student Services Mentor, that outlines the specific plan/corrective action to improve academic progress.

The SAP Appeals Committee will meet and review the students' submitted documentation. A determination will be made whether the students appeal will be approved or denied. All appeal decisions are final.

Result of Appeal/Reinstatement of Title IV funding

A student whose appeal has been granted will receive federal financial aid, but will be expected to meet the terms of his Academic Plan to assure that the student is fully meeting the minimum SAP requirements by the end of the academic year. The approval of an SAP appeal is related to the renewal of federal and institutional need based aid only. Students must meet the renewal criteria of NYS and institutional scholarships for their respective renewal of funding.

A student whose appeal has been denied or who has lost eligibility by not meeting the standard without appeal may regain eligibility by leaving the institution for at least one year. Upon readmittance, the student will receive assistance for the terms in the academic year of readmittance and will be subject to SAP evaluation of eligibility at the end of that year.

Students who choose to remain enrolled at Mercy College without the receipt of Title IV Federal Student Assistance may request a review of their academic records after any term in which they are enrolled without such benefits to determine whether the appropriate standards for the degree programs in which the students are enrolled have been met. If the standards are met, eligibility is regained for subsequent terms in the academic year.

Students who choose to remain enrolled at Mercy College without the receipt of Title IV Federal Student Assistance or institutional aid are responsible for all debts owed to the college, including any fees or tuition that may have been incurred during the review process.

Census and Aid Disbursement Requirements

The college faculty is required to complete a census of their respective classes by the end of the add/drop period of each session within a given term. The census information is utilized to confirm that a student has attended his/her registered courses. This information is then utilized during the Financial Aid Packaging Reconciliation Process to confirm financial aid eligibility. Financial Aid eligibility may be adjusted upon the census information. Financial Aid funds will NOT post to respective student accounts until both the Census and Packaging Reconciliation Processes are completed (generally the fourth or fifth week of the term).

Withdrawal and Federal Return of Financial Aid Policies (as mandated by DOE)

Mercy College is required to prorate financial aid funding to students that withdraw from the college. This process is required for students who withdraw officially (either in person via the Office of Student Services or on-line via MercyConnect) or unofficially (by ceasing to attend).

Students who officially withdraw prior to attending 60 percent of the term are subject to the prorated calculation. The percentage of aid retained will be applied to all institutional charges. The Return of Funds calculation may result in a balance owed to the college by the student. This balance is the full responsibility of the student.

Students who are determined to have unofficially withdrawn from the college during the end of term grading processes will have the Return of Funds calculated as of the midpoint of the term as outlined by the DOE. This Return of Funds calculation may result in a balance owed to the college by the student. This balance is the full responsibility of the student.

Federal Pell Grant

Eligibility for the Federal Grant Program is determined by the FAFSA application and current enrollment status in a degree-granting program. The value of the Federal Pell Grant is \$400 to \$5,550 for the 2013–2014 Academic Year. A student must be registered for a minimum of three credits and making SAP.

Federal Supplemental Educational Opportunity Grant: SEOG Grant

Awards are made to Federal Pell Grant eligible students demonstrating exceptional need (as defined by the DOE). Awards range from \$200 to \$4,000 per academic year. Limited funds restrict the number and the value of the awards in a given academic year. A student must be registered for a minimum of six credits and making SAP.

Federal Work Study Program

On-campus Federal Work Study positions are available at each campus. Additionally, a small number of students may be eligible to work off-campus at an approved not-for-profit organization through the community service component of the Federal Work Study Program. Students working in these positions generally work 12–20 hours per week. To be eligible, the student must show financial need, per the FAFSA application process. Students who have been approved for work-study as part of their aid award may contact the Office of Career Services for more program information.

Federal Aid to Native Americans

Full-time matriculated students that are one-fourth or greater Native American Indian, may be eligible for additional federal grants. Students must be members of tribes served by the U.S. Bureau of Indian Affairs, must presently reside or have resided on the reservation, and must demonstrate financial need (as defined by the DOE).

Applications may be obtained from the U.S. Department of the Interior, Bureau of Indian Affairs, Syracuse, NY 13210.

Veterans Administration Education Benefits (VA Benefits)

There are a variety of Education Related Benefits available to veterans of each of the military branches and their dependents. Mercy College is approved to conduct college level programs to Veterans and their dependents. Benefits generally cover tuition, fees, and education related expenses. Detailed information is available from the Offices of the Veterans Administration.

The Robert C. Byrd Honors Scholarship Program and the Paul Douglas Teacher Scholarship Program

The Robert C. Byrd Honors Scholarship Program and the Paul Douglas Teacher Scholarship Program are federally funded programs administered by the state. For additional information and application forms, contact the New York State Education Department, State and Federal Scholarship and Fellowship Unit, Cultural Education Center, Albany, New York 12230.

National and Community Service Program

The National and Community Service Program is available to students with a high school diploma or a GED currently or formally enrolled as a matriculated student in a degree granting program. Students may earn up to \$4,725 a year working either before, during or after college. The funds can be utilized to either pay current education expenses or to repay prior federal student loans. For additional information, call 800-942-2677 or write to The Corporation for National and Community Service, 1100 Vermont Avenue, NW, Washington, DC 20525.

William D. Ford Federal Direct Loan Program (DL Loan Program)

The DL Loan Program consists of the following loans products for undergraduate students: Federal Subsidized Stafford Loans, Federal Unsubsidized Stafford Loans, and Federal Parent PLUS Loans. Federal Stafford Loans, both Subsidized and Unsubsidized Loans, are loans in the name of the student. Federal PLUS Loans are loans in the name of the parent, for the student's educational expenses.

Students must demonstrate need (as defined by the DOE) to be eligible for Federal Subsidized Stafford Loans. The DOE pays the interest of the Subsidized Stafford Loan while a student is enrolled minimally half-time. Students that do not demonstrate need are also eligible for Federal Unsubsidized Stafford Loans. The value of the Federal Stafford Loan is determined by the student's grade level (as determined by the total number of cumulative credits toward the matriculated degree). The Federal Stafford Loan values for the 2013-2014 Academic Year are detailed below:

Dependent Students (as defined by the DOE)

Freshmen:	\$3,500 Sub/Unsub (plus \$2,000 Unsub)	Total \$5,500
Sophomores:	\$4,500 Sub/Unsub (plus \$2,000 Unsub)	Total \$6,500
Juniors:	\$5,500 Sub/Unsub (plus \$2,000 Unsub)	Total \$7,500
Seniors:	\$5,500 Sub/Unsub (plus \$2,000 Unsub)	Total \$7,500

The aggregate federal loan limit for a dependent undergraduate student is \$23,000 in Subsidized funds (up to \$31,000 including the additional \$2,000 Unsubsidized funds, as defined by Congress).

Independent Students (as defined by the DOE):

Freshmen:	\$3,500 Sub/Unsub (plus \$6,000 Unsub)	Total \$9,500
Sophomores:	\$4,500 Sub/Unsub (plus \$6,000 Unsub)	Total \$10,500
Juniors:	\$5,500 Sub/Unsub (plus \$7,000 Unsub)	Total \$12,500
Seniors:	\$5,500 Sub/Unsub (plus \$7,000 Unsub)	Total \$12,500

The aggregate federal loan limit for an independent undergraduate student is \$57,500 (Subsidized and Subsidized combined, as defined by Congress).

The DOE may deduct an origination fee of up to 3 percent for each loan. Repayment of any federal loan begins either six months after leaving school or once a student enrolls less than half time.

The Office of Student Services will automatically determine eligibility for the Federal Stafford Loan Programs upon receipt of the FAFSA application. Eligibility will be communicated to the student via the comprehensive Financial Aid Notice of Award; the information will also be available via Mercy Connect.

The student may accept the offered loan amount by signing and returning one copy of the Financial Aid Notice of Award. Additionally, the student must complete a Master Promissory Note (MPN) and a Loan Entrance Interview (both are included with the Financial Aid Notice of Award packet). Both of these documents can also be completed electronically via www.mercy.edu (via the Student Services Web page).

Federal Loans must be disbursed minimally in two installments (whether the loan is for one term or multiple terms in an academic year). Additionally, Federal Loan funds for newly enrolled students at the college are eligible for disbursement thirty days after the first day of the term (as required by the DOE).

Federal Direct Parent PLUS Loan

Parents may borrow up to the cost of education less any financial aid each academic year for a dependent undergraduate student. The interest rate is 6.8 percent as defined by Congress. Repayment commences 60 days after the final disbursement of the loan in an academic year.

Any parent requesting a Federal PLUS on behalf of his/her student must notify the Office of Student Services of approval of the Federal PLUS Loan and the value of the loan requested. Additionally, the parent must complete a Master Promissory Note (MPN) and submit a copy of the MPN to the college.

Please be advised that Federal PLUS Loan approvals are based upon credit checks. Additionally, Federal PLUS Loans are subject to the same origination and default fees as the Federal Stafford Loans. Finally, Federal PLUS Loans are subject to the same disbursement regulations as the Federal Stafford Loans (as mentioned earlier).

NEW YORK STATE FINANCIAL AID PROGRAMS

NYS Tuition Assistance Program (TAP)

Initial application for TAP is made by completing the FAFSA application and listing Mercy College's Federal School Code (002772) in the first slot of the FAFSA application. NYS Higher Education Services Corporation (HESC) will then notify students via email that an Electronic TAP Application (ETA) is available at www.hesc.org for completion. HESC will not finalize the TAP Application (ETA) without the student logging onto the website to review and electronically sign the ETA.

Students that did not list Mercy College in the first slot of the FAFSA application, yet subsequently enrolled at the college, MUST complete a NYS TAP College Change Form to be eligible for a TAP award at Mercy College.

TAP awards range from \$250 to \$5,000 in an academic year for NYS residents. Students must be matriculated in an approved bachelor's or associate's degree granting program, be registered full-time, and maintain Satisfactory Academic Progress (SAP) as outlined by HESC.

SAP for NYS Tuition Assistance Awards is measured by Program Pursuit (completion of minimum percentage of credits in a given term) and Cumulative GPA. Details of both the Program Pursuit and Cumulative GPA are available on the Mercy College website www.mercy.edu.

To be eligible for TAP in any one semester, students must take a minimum of 12 credits applicable to their degree. For example, if a student takes four courses, but only three of the courses are applicable toward the degree and the other is for personal enrichment, that student would be counted as a part-time student for TAP purposes for that term.

Courses that are replacing a degree requirement that has already been satisfied are not counted towards full-time enrollment for TAP purposes. For example, if a student

transferred in 15 credits worth of electives and their degree requires 18 credits of electives in total, they only have three credits remaining to meet that requirement. A student taking two core courses and two electives for a term would not be counted as full-time for TAP purposes; only one of those electives count towards the degree, the other is extraneous.

A student may only repeat a course and have the course count as part of the minimum full-time or part-time course load for financial aid purposes if credit was not previously earned for the course. If an F or a W was received in a course, credit was not earned for the course. Therefore, a student may repeat courses in which F or W grades were earned and have them count towards full-time or part-time study requirements. There are certain other circumstances when a student may repeat a course and have it count as part of the minimum course load, including when: (1) the grade earned is passing at the college but not considered passing in a particular curriculum. For example, a student receives a D in a nursing course. D is a passing grade; however, any grade lower than a C in a nursing course is considered a failing grade. Thus, the nursing course in which you earned the D may be repeated as part of the minimum full-time or part-time course load; or (2) The course can be repeated and credit earned each time, such as certain physical education or language courses.

With regard to the effect on full-time and part-time status, a repeated course in which you earned a passing grade may not be used to meet the pursuit of program requirement (completing a certain percentage of the minimum full-time or part-time course load in each term an award is received) for maintaining good academic standing. In other words, a course that a college does not require you to repeat in order for you to earn credit toward a degree cannot be considered in determining whether you have satisfied the pursuit requirement for a New York State award.

NYS regulations require that a student must take a minimum of one three-or-more credit course at the campus at which the degree is approved by the state education department. Each program has detailed a core course within the major, which is only offered at the program's 'home' campus, for this purpose. Students can take core requirements and electives at other campuses and qualify for NYS aid, but they must complete the core course at the home campus in order to complete their degree. See the program pages for detail of the specified course for that program.

**Standard of Satisfactory Academic Progress for the Purpose of
Determining Eligibility for State Student Aid**

STUDENTS RECEIVING FIRST NYS AWARD PAYMENT IN 2006-07 AND EARLIER

Program: Baccalaureate Program

Before Being Certified for
This Full-time Payment 1st 2nd 3rd 4th 5th 6th 7th 8th 9th**10th**

A Student Must Have
Accrued at Least
This Many Credits 0 3 9 21 33 45 60 75 90 105

With At Least This
Grade Point Average 0 1.1 1.2 1.3 2.0 2.0 2.0 2.0 2.0 2.0

Program: Associate Degree

Before Being Certified for
This Full-time Payment 1st 2nd 3rd 4th 5th 6th

A Student Must Have
Accrued at Least
This Many Credits 0 3 9 18 30 45

With at Least This
Grade Point Average 0 .5 .75 1.3 2.0 2.0

**EFFECTIVE 2010-11 STUDENTS RECEIVING FIRST NYS AWARD PAYMENT IN
2007-08 AND THEREAFTER**

Program: Baccalaureate Program

Before Being Certified for
This Payment 1st 2nd 3rd 4th 5th 6th 7th 8th 9th 10th

A Student Must Have
Accrued at Least
This Many Credits 0 6 15 30 45 60 75 90 105 120

With At Least This
Grade Point Average 0 1.5 1.8 2.0 2.0 2.0 2.0 2.0 2.0 2.0

Program: Associate Degrees

Before Being Certified
for This Payment 1st 2nd 3rd 4th 5th 6th

A Student Must Have
Accrued at Least This
Many Credits 0 6 15 30 45 60

With at Least This
Grade Point Average 0 1.5 1.8 2.0 2.0 2.0

Loss of TAP Eligibility

Any student that fails to meet the renewal criteria for a TAP award will lose eligibility for a TAP award for the following semester. Options available to a student in this situation are as follows:

1. Request a TAP Waiver. A TAP Waiver is NOT automatic and is granted only for reasons of EXTRAORDINARY CIRCUMSTANCES. For further information, please contact the Office of Student Services.
2. Remain out of school for a least one full year after losing eligibility. Students who have used four semesters of TAP, but have a CGPA of below 2.0, must obtain a CGPA of 2.0 at Mercy College to regain eligibility.
3. Transfer to another college.
4. Continue in college using funds other than TAP to finance educational costs. Eligibility will be regained when the student again meets the academic criteria.

NYS Aid for Part-Time Study (APTS)

The NYS APTS program is a grant program financed via HESC providing funding for qualified part-time undergraduate students that are NYS Residents. The APTS grant awards range from \$100 to \$2,000 in an academic year. Contact the Office of Student Services for more information about eligibility requirements and application processes.

Higher Education Opportunity Program (HEOP)

Students must meet both academic and economic criteria to be eligible for the HEOP Program. Generally, students must prove both academic and economic disadvantage. Upon admittance to the HEOP program, students may receive supplemental financial and educational assistance from the college.

Financial aid is calculated on an individual basis and is calculated to include the cost of tuition, fees, books, supplies, transportation, etc. A comprehensive financial aid package will be generated for all students upon admittance to the program and receipt of the FAFSA application. Students must also complete the ETA from HESC. Students must complete the college application process with the Offices of Admission and HEOP.

Regents Awards for Children of Deceased and Disabled Veterans

Awards for children of deceased or disabled veterans are available to the children of veterans who die or who have a current disability of 50 percent or more resulting from U.S. Military service. The amount of the award is up to \$450 per year. Applications are made through the NYS HESC via www.hesc.org.

For further information regarding VA Benefits Certification, please contact the Office of Business Operations at 914-674-3104.

Regents Awards for Children of Deceased Police Officers, Firefighters and Corrections Officers

These awards provide up to \$450 per academic year for children of police officers,

firefighters, and corrections officers of NYS who have died as a result of injuries sustained in the line of duty. Applications are made through NYS HESC via www.hesc.org.

Regents Awards for Children of Deceased State Corrections Officers and State Civilian Employees of a Correctional Facility.

This Regents Award provides financial aid to children of NYS Corrections Officers or Civilian Employees of a NYS correction facility who dies as a result of injuries sustained in the line of duty during the September 1971 Attica uprising. Individuals cannot be eligible for both this award and the Regents Award for the Children of Deceased Police Officers, Firefighters, or Corrections Officers. The awards are for full-time undergraduate study and are equal to the sum of annual tuition and average room and board charges specified by the State University of New York. Applications are made through NYS HESC at www.hesc.org.

New York State Aid to Native Americans

New York State Aid to Native Americans is an entitlement program with neither a qualifying examination nor a limited number of awards. A student may be eligible for an award of up to \$1,000 per academic year for a maximum of four years of full-time study. Applications are made through NYS HESC at www.hesc.org.

MERCY COLLEGE SCHOLARSHIP AND GRANT PROGRAMS

Mercy College Scholarships are awarded primarily on the basis of superior academic performance, demonstrated financial need, and the student's potential contribution to the intellectual life of the college. Need-based funding and scholarship disbursement requires the filing of the Free Application for Federal Student Aid (the FAFSA) by February 15th of each year. Scholarships are generally available to new incoming freshmen, transfer students and continuing students.

To apply for any of the Mercy College-funded scholarship programs, please go to our Prospective Students section at www.mercy.edu.

Mercy College Assistance Grant

Mercy College offers need-based tuition grants to supplement federal and state aid. Application is made by completing the FAFSA application. Based on the Estimated Family Contribution (EFC), full-time students may be allocated funds to assist them in meeting their financial obligations to the college. Students who receive non-need based grants from the college and/or from sources outside Mercy College may have their MCAG award reduced and/or cancelled.

Mercy College Presidential Honors Scholarship

Scholarships may be awarded to outstanding entering freshmen students who have demonstrated academic merit. Scholarship awards are renewable for up to four years as long as the recipient meets the conditions outlined via the Scholarships Agreement Form.

Mercy College Honors Scholarship

Scholarships may be awarded to outstanding entering freshmen students who have demonstrated academic merit. Scholarship awards are renewable for up to four years as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Trustees Scholarship

Scholarships may be awarded to outstanding entering freshmen students who have demonstrated academic merit. Scholarship awards are renewable for up to four years as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Presidential Scholarship

Scholarships may be awarded to outstanding entering freshmen students who have demonstrated academic merit. Scholarship awards are renewable for up to four years as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Phi Theta Kappa Transfer Scholarship

Scholarships may be awarded to outstanding entering freshmen students who have demonstrated academic merit. Scholarship awards are renewable for up to four years as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Trustee Transfer Scholarship

Scholarships may be awarded to outstanding entering transfer students who have demonstrated academic merit and earned minimally 24 credits. Scholarship awards are renewable for up to three years long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Presidential Transfer Scholarship

Scholarships may be awarded to outstanding entering transfer students who have demonstrated academic merit and earned minimally 24 credits. Scholarship awards are renewable for up to three years, as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Mercy College Transfer Scholarship

Scholarships may be awarded to outstanding entering transfer students who have demonstrated academic merit and earned minimally 24 credits. Scholarship awards are renewable for up to three years as long as the recipient meets the conditions outlined via the Scholarship Agreement Form.

Athletics

Mercy is a Division II NCAA member and offers intercollegiate competition in men's baseball, basketball, cross-country, lacrosse, track and field, soccer, tennis, and golf. Women's intercollegiate sports include basketball, cross-country, track and field, lacrosse, soccer, softball, and volleyball. Athletic scholarships are available to students who meet the eligibility guidelines as specified by the NCAA and are selected as scholarship recipients.

E.L. Franz County Scholarship Program

Scholarships awarded annually to adult students demonstrating need who have not recently been in a “normal schooling pattern” and are not normally eligible for scholarship funding from Westchester County and the Bronx.

E.L. Franz Scholarship Fund

Scholarships awarded annually to a student receiving full financial aid in order to reduce dependence on employment income and enhance opportunity for academic success.

Joel Halpern Memorial Scholarship

Scholarship created to perpetuate the spirit of Mr. Halpern, in recognition of his contributions to the enrichment of the cultural and educational environment of Westchester County. Awarded annually to a student from Westchester County; renewed in the sophomore, junior and senior years, provided the recipient continues to qualify for financial aid according to college guidelines.

Frances T.M. Mahoney Scholarship Fund for Students

The Frances T.M. Mahoney endowed scholarship fund supports a student with a GPA of 3.0 or higher who is in need of financial aid. Please contact the Office of Institutional Advancement for more information.

Links-LeMelle Scholarship

The Links-LeMelle scholarship is a partial scholarship awarded annually to defray travel expenses anywhere in the world to undertake a study project preferably at a major university or educational institution, in preparation for a professional or graduate career. The competitive scholarship is awarded to a female African-American student who has completed a minimum of 50 credits. The scholarship is offered through a fund generously contributed by the Westchester Chapter of LINKS to honor and perpetuate the ideas of its president, Wilbert John LeMelle.

Mortimer Levitt Scholarship Fund

This scholarship is awarded annually to a female member of the student body to help defray travel expenses anywhere in the world, preferably to a major university or educational institution, while undertaking an approved study project. The scholarship(s) will be awarded on a basis of a competition involving the submission of project essays. The scholarship was founded by Mortimer Levitt, founder and president of The Custom Shop.

Mortimer Levitt Gifted Student Fund

These partial scholarships are awarded to a freshman, a sophomore, and a junior based on academic merit. Each student must be on the Summa Cum Laude track and be nominated by a Mercy faculty. The award is renewable with continued academic excellence. Scholarship funding is made available by Mortimer Levitt.

Steven Gans Memorial Award

A partial scholarship awarded annually to a continuing undergraduate who has demonstrated creativity and academic achievement in his/her pursuit of an undergraduate degree. Students should be nominated by the faculty in the field of computer science, mathematics and related sciences on the basis of academic excellence, creativity, community service and financial need.

Sal Argento Memorial Fund

A monetary award, based on financial need, may be awarded to any student pursuing a four-year undergraduate degree at Mercy College. The college acknowledges that the donor requests that the aid be used to meet the financial need of a student who is a first generation higher education degree-seeking student.

Anne Rice Endowed Scholarship

A partial scholarship awarded annually to a student in the natural sciences who has maintained academic excellence.

Gioietta and Alberto Vitale Scholarship

Established by Mercy College Trustee Alberto Vitale and his wife, Gioietta, partial scholarships are available to incoming Honors students who demonstrate extraordinary academic ability and who have an interest in business or health science.

Linda Christof Guglielmo Scholarship Fund

Established in honor of Mercy College alumna, Linda Christof Guglielmo, the scholarship is designated to a female student having completed her freshman year (if full-time) or the equivalent number of credits if part-time. Award is made based on a combination of financial need and academic achievement. To qualify, the recipient must have a minimum of a B average with no grade less than a C. Recipient must maintain those academic standards for each academic year in order to qualify for grant continuance. The general intent of the award is to support those who will pursue a teaching career. Recipients must be enrolled in an education-related undergraduate major. The award amount shall be \$500 per academic year or per that period it takes a part time student to complete credit requirements equal to one full academic year. In no event shall one student receive more than three awards.

Luzette Ceneus Scholarship Fund

This fund is awarded to a female or male Haitian student pursuing a degree in business.

Lucie Lapovsky Award

Partial scholarship award, based on financial need, may be offered to any student pursuing a four-year undergraduate degree at Mercy College. The college acknowledges that the donor requests that the aid be used to meet financial need and has expressed a particular interest in the needs of transfer and part-time students.

Matero Scholarships

Two partial scholarships are awarded to one full-time and one part-time student who are members of a union or have an immediate family member who is a member of a union. Eligible students must pursue a degree in industrial relations or business and have a record of academic achievement.

Carol Burnett Scholarship

Partial Scholarship offered to a student who has exhibited academic achievement and has an interest in the Arts or Humanities, especially the Performing Arts. The scholarship derives from a generous contribution to the college by Carol Burnett.

The Eva Ellis Travel Scholarship Fund

The Eva Ellis Traveling Scholarship Award has been established for a student in the Mercy College Honors Program to travel to Honor Semesters sponsored by the National collegiate Honors Council.

John Sullivan Fund

Fund established to support a student in need. Please contact the Scholarship Office for more information.

Juan Miguel Roldan Scholarship

A partial scholarship awarded annually to an undergraduate student majoring in Music Industry and Technology with a GPA of 3.2 or higher.

Rockland Community College Transfer Scholarship

Awarded annually to an outstanding Rockland Community College graduate majoring in Business. The student is selected by Rockland Community College faculty.

Westchester Community College Transfer Scholarship

Awarded annually to an outstanding Westchester Community College graduate majoring in Business. Students are selected by Westchester Community College faculty.

U.S. Department of Health and Human Services Scholarship for Communication Disorders

Scholarships are available for disadvantaged students through a grant from the United States Department of Health and Human Services. Funding is available for students who have been accepted into the bachelor's degree program in Communication Disorders.

Michael I. Muro Scholarship

This is an annual scholarship for a student entering his/her senior year and majoring in history. Recipients must be Yonkers residents and shall be chosen on the basis of academic excellence, community service, and financial need.

Neillis Memorial Scholarship

This partial award is given to a financially disadvantaged student majoring in the natural sciences who has attained academic merit. This scholarship was established in memory of the former chairperson of the Natural Sciences Department, Dr. Jeanne Marie Neillis.

The J. Mae Pepper Memorial Fund

Two partial scholarships are awarded annually to one undergraduate and one graduate student majoring in nursing. This award is given to a student who has demonstrated qualities of scholarship, leadership, integrity, and a love for the profession characteristic of Dr. Pepper, the late Chair of Nursing. Established in memory of the former chairperson of the Nursing Department, Dr. Jessie Mae Pepper.

Charlotte Newcombe W. Foundation Scholarship

Awarded annually to "mature women students" — over the age of 25 — who have earned at least 60 credits toward a bachelor's degree and are in need of additional financial support to complete their course work.

Steinitz Memorial Fund

Founded by Dr. Eva F.S. Ellis, the Steinitz Memorial Award is presented annually to the most outstanding student in the Teacher Education Program who plans to enroll in a Mercy College graduate program in Education.

Barbara Ross Sullivan Memorial Fund

This fund is used to generate a monetary award to be presented to the most deserving graduating senior at the Bronx campus who is entering a graduate school to pursue an advanced degree in Library Science.

Daddy Short Legs Scholarship

This scholarship supported by an anonymous donor is intended for Mercy College seniors who are in jeopardy of dropping out of school due to financial struggles. Funds may cover transportation, childcare and other expenses. A faculty or staff member of Mercy College must refer students to the Scholarship Office. The president of Mercy College makes the final selection.

CAMPUS EMPLOYMENT

Through the on-campus employment program, full-time students, who are not eligible to participate in the Federal Work Study Program, may be eligible to work on-campus through departmentally sponsored positions. Students work 12–20 hours per week at the prevailing rate of pay. Students who are interested should contact the Work Study Program coordinator at 914-674-3084.

TUITION REIMBURSEMENT PLANS

Many employers offer tuition reimbursement plans. Contact your employer regarding available assistance.

Program Advisory Boards

Occupational Therapy Assistant

Christine Sullivan, O.T.D., O.T.R./L.

Associate Professor
Program Director
Mercy College
Dobbs Ferry, NY

Mary Lou DeMaio, M.S., O.T.R./L

Director of Rehabilitation
St. Patrick's Home for the Aged and Infirm
Bronx, NY

Christina Dumitrescu, M.S., O.T.R./L.

Assistant Professor
Associate Director
Mercy College
Dobbs Ferry, NY

Rosemarie Drummond, COTA

Staff Certified OT Assistant
Fred Keller School
Yonkers, NY

Lisa Edelstein, M.S., O.T./L.

Director of Occupational Therapy
Burke Rehabilitation Hospital
White Plains, NY

Neil Harvison, Ph.D., O.T.R./L.

Director, Accreditation
American Occupational Therapy Association
Bethesda, MD

Alice Massa, M.S., O.T.R./L.

Director of Rehabilitation
Kings Harbor Multicare Center
Bronx, NY

Sharon Sedlak, M.S., O.T.R./L.

Occupational Therapy Consultant
Hopewell Junction, NY

Social Work

Diane Gitelson, M.S.W.

Director of Social Work
Sky View Nursing / Rehabilitation Center
Croton-on-Hudson, NY

Roger Ball

Associate Director
African-American Boys Initiative
Children's Aid Society
New York, NY

George Lewert, M.S.W.

Social Work Manager
New York Presbyterian Hospital,
Columbia University Medical Center
New York, NY

Regis McDonald, M.S.W.

Vice President
The Children's Village
Dobbs Ferry, NY

Ricardo Torress

Director of Family Services
WestHab
85 Executive Blvd.
Elmsford, NY

Veterinary Technology

Donna Blauvelt, B.S., L.V.T.

Animal Specialty Center
Yonkers, NY

Jane Cho, D.V.M., ACVO

Veterinary Eye Specialists
Ardsley, NY

Martin De Angelis, D.V.M., ACVS

Village Animal Clinic
Ardsley, NY

Brian Green, D.V.M.

Sleepy Hollow Animal Hospital
Sleepy Hollow, NY

Richard Joseph, D.V.M., ACVIM (Neurology)

Animal Specialty Center
Yonkers, NY

William Kay, D.V.M.

Former CEO, Animal Medical Center
New York, NY

Kathleen Lincoln, B.S., L.V.T., L.A.T.G.

Boehringer-Ingellheim
Ridgefield, CT

Cristina Rodriguez, B.S., L.V.T.

American Veterinary Supply Company

Lorelei Schiliro, B.S., L.V.T.

County Animal Clinic
Yonkers, NY

Jeffrey Uysal

Zee Medical

Rachel Weissman, B.S., L.V.T.

Cornell University Veterinary Specialists
Stamford, CT

Amy Zalcman, D.V.M., ACVS

Blue Pearl Veterinary Partners
New York, NY

School Advisory Boards

School of Business

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Vice President of Accounting
Knickerbocker Group

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Vice President
Time Warner

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Polo Ralph Lauren Corp.

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Rosenblatt Securities, Inc.

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Professor of Psychology
Stanford University

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President
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Executive Vice President
The McGraw Hill Companies

Robert A. Friedman

Chairman
Rebeco Sage Capital Management

Dr. Herbert A. Hauptman

President, CEO
Hauptman-Woodward Medical Research
Institute
Nobel Laureate 1985 (Chemistry)

Dr. Leon M. Lederman

Resident Scholar – Illinois Math and
Science Academy
Nobel Laureate 1988 (Physics)

Anthony J. Mullen '02

2009 National Teacher of the Year

Richard Organisciak

Superintendent
New Rochelle Schools

Elsie Perez

Executive Vice President
C-Town Supermarkets

Bernard Pierorazio

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Yonkers Public Schools

Patricia Puleo '80

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Betty Rosa, Ed.D.

Member
New York State Regent

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Publisher
Education Update, Inc.

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Former Commissioner of Education, State of
New York

Dr. Merryl H. Tisch

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President/CEO (Retired)
Vasomedical, Inc.

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Assistant Professor
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Alcott School-Retired

Sean F. X. Dugan

Senior Partner
Martin Clearwater & Bell, LLP

Lucy Enghelhardt, RN

Vice President
Phelps Memorial Hospital
Communication Sciences
20 Wilbur Drive, Hampden, ME 04444

School of Liberal Arts

Anthony DiMartino

Clinical Supervisor, Life Enrichment
Program
Bronx Lebanon Hospital

Maureen Fonseca, Ph.D.

Headmaster
The Masters School

Doris B. Gonzalez

Sr. Program Manager
Corporate Citizenship & Corporate Affairs
IBM Corporation

Greg Gonzalez

Principal
Manhattan Parking Group

Dennis & Fay Greenwald

Former General Counsel
Dean Witter Financial Services Group
Former Faculty
Mercy College

Carol Hayward

President
RiverArts

Janet Langsam

CEO
ArtsWestchester

Gregory Longworth, J.D.

Mercy College Alumnus

Ed & Dorothy Oberhaus

Former Faculty
Mercy College

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President
J.J. Sedelmaier Productions, Inc

Bettina A. Speyer

Chairperson
Dobbs Ferry Planning Board

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Executive Director, RAIN
Regional Aid for Interim Needs, Inc.

Nianjun Zhou, Ph.D.

Research Staff Member
IBM Watson Research Center

School of Social and Behavioral Sciences

Jeffrey B. Dobbs

Partner/Portfolio Manager
Turnberry Capital Management

Gregory Miller, M.D.

Medical Director, Adult Services
New York State Office of Mental Health

Kenneth Miller

President
Miller and Associates

Stephen Slate

Executive Director
Institute for Mediation and Conflict Resolu-
tion (IMCR)

Stan Wiktor

President
Central System International
Green Chimneys Children's Services

Registered Programs (by Campus)

Major Concentrations

Most major concentrations are offered at the main campus in Dobbs Ferry (DF). In addition, major concentrations are offered at the branch campuses in the Bronx (BX), Manhattan (MT) and Yorktown Heights (YH). All campuses offer the associate's degree in arts and in science.

General Accounting (0502) (DF, BX, YH)

- Computers and Information Systems
- Financial Accounting
- Taxation

Management Accounting (0502) (DF, BX, YH)

- Computers and Information Systems

Public Accounting (0502) (DF, BX, YH, MT)

- Public Accounting B.S. + M.S.

Behavioral Science (2201) (DF, BX, DL, YH, MT)

- Community Health
- Gerontology
- Health Services Management

Biology (0401) (DF, DL)

Business Administration (0506) (DF, BX, DL, YH, MT)

- Finance
- General Business Administration
- International Business
- Management
- Marketing
- Sport Management

Clinical Laboratory Science (1223) (DF)

Communication Disorders (1220) (DF, DL)

Communication Studies: Specialization in Public Relations (0601) (DF)

Computer Arts & Design (1009) (DF)

Computer Information Systems (0702) (DF, BX, DL)

Computer Science (0701) (DF, DL)

Corporate and Homeland Security (2105) (DF, BX, DL)

- Risk Management
- Homeland Security
- Information Assurance

Criminal Justice (2105) (DF, YH, BX, DL)

English (1501) (DF, DL, YH, BX)

Exercise Science (1299.30) (DF)

Health Science (1299) (DF, DL)

History (2205) (DF, BX, DL, YH)

Cybersecurity (0799) (DF, BX, DL)
Cybersecurity B.S. + M.S.

Interdisciplinary Studies (4901) (DF)
Pre-Chiropractic Studies

International Relations and Diplomacy (2210) (DF, MT)

Journalism and Media (0699) (DF, DL)
Film/Culture
Journalism
Radio & Television

Paralegal Studies (0599) (DF, DL)
Legal Studies
Political Science

Mathematics (1701) (DF, DL)

Music Industry & Technology (1099) (DF)

Nursing (1203.10) (DF, DL)
(Upper Division Program)

Organizational Management (0506) (MT)

Psychology (2001) (DF, DL, YH, BX)

Social Work (2104) (DF, BX)

Sociology (2208)
Sociology, B.S. (DF, YH, BX)
Sociology, B.A. (DF, DL, YH, BX)

Spanish (1105) (DF)

Veterinary Technology (0104) (DF)
Pre-Veterinary Medicine

Faculty of Instruction

SCHOOL OF BUSINESS

Curtis Abel

Associate Professor, Business
B.S., M.E., Ph.D., Carnegie Mellon University
M.B.A., Cornell University

Orlando Barreiro

Assistant Professor, Business
B.A., New York University
M.B.A., Long Island University

Gary Bernstein

Assistant Professor, Business
B.S., Drexel University
M.B.A., University of Pittsburgh

Kelly Blacker

Assistant Professor, Accounting
B.S., University of Illinois
M.B.A., Baruch College of CUNY
Certified Public Accountant

Tom Coughlan

Assistant Professor, Business
B.S., Southampton College of Long Island
University
M.B.A., University of Bridgeport
D.B.A., University of Phoenix

Maureen T. Cross

Instructor
B.A., State University of New York
M.S., Fordham University

Margaret M. Cucinell

Associate Professor, Business
B.A., St. Bonaventure University
M.B.A., Long Island University
Ed.D., Nova Southeastern University

John E. Cullen

Associate Professor, Business
B.B.A., Iona College
J.D., New York Law School
Pd.M., Mercy College

Victoria Drogin-Roberts

Assistant Professor, Business
B.A., Wellesley College
J.D., Hofstra University, School of Law

John Fuller

Visiting Instructor, Business
B.S., Hofstra University
M.B.A., Harvard University

Charles Garcia

Visiting Instructor, Business
B.S., Syracuse University

Robyn Lubisco

Assistant Professor, Business
B.S., Rutgers University
M.S., University of New Haven
Ph.D., University of New Mexico

Raymond Manganeli

Associate Professor, Business
B.A., Rutgers College
M.A., Middlebury College
Ph.D., Columbia University

Lucretia S. Mann

Associate Professor, Accounting
B.B.A., M.B.A., Iona College
Certified Public Accountant
Pd.M., Mercy College

Benjamin Manyindo

Assistant Professor, Business
B.A., College of Wooster
M.S., Mercy College

Thomas Milton

Professor, Business
B.A., Princeton University
M.A., State University of Iowa
Ph.D., Walden University

Robert Ritzcovan

Assistant Professor, Business
B.B.A., Iona College
M.S., Western Connecticut College
Certified Systems Professional
Pd.M., Mercy College

Christopher Salute

Instructor, Business
B.A., Siena College
M.B.A., Malloy College

Denise M. Stefano

Assistant Professor, Accounting
B.B.A., M.B.A., Iona College
Certified Public Accountant

Ed Weis

Professor, Business
B.S., Lipscomb University
M.A., J.D., University of Tennessee
Ph.D., University of Georgia

Dermott W. Whalen

Instructor
B.S., State University of New York
M.S., Cornell University
J.D., New York Law School

Li Yong

Assistant Professor, Business
B.A., Agnes Scott College
Ph.D., University of Texas at Austin

EMERITI FACULTY

Gilda Carle

Associate Professor Emerita, Business
B.A., Hunter College of CUNY
M.S., CCNY of CUNY
Ph.D., New York University

Michael Cavanaugh

Professor Emeritus, Business
B.B.A., Manhattan College
M.B.A., Harvard University
M.A., Ed.D., Teachers College, Columbia University
Pd.M., Mercy College

Wayne L. Cioffari

Associate Professor Emeritus, Business
B.A., M.B.A., P.M.C., Iona College
M.A., Long Island University
Pd.M., Mercy College

Norman Foy

Professor Emeritus, Business
B.S., Boston University
M.B.A., Pace University
M.A., Columbia University
Ed.D., Teachers College, Columbia University
Senior Professional in Human Resources (SPHR)
Certified Management Accountant (CMA)
Certified in Financial Management (CFM)

Louis Lopilato

Associate Professor Emeritus, Business
B.S., M.A., Ph.D., Fordham University
Pd.M., Mercy College

Charles H. Shook

Professor Emeritus, Accounting
B.S., U.S. Military Academy
B.B.A., University of New Mexico
M.S., Ph.D., Oklahoma State University
Certified Public Accountant

Benjamin B. Weisman

Professor Emeritus, Business
B.S., M.B.A., Ph.D., New York University
Pd.M., Mercy College

SCHOOL OF EDUCATION

Ann Brand

Instructor, Childhood Education
B.A., Brooklyn College
M.S., Adelphi University

Mi-Hyun Chung

Assistant Professor, Literacy and Multilingual Studies
B.A., M.A., Ewha University, Seoul, Korea
Ph.D., Indiana University at Bloomington, Indiana

Joyce R. Coppin

Assistant Professor, Educational Leadership
B.S., City College of CUNY
M.S., Brooklyn College of CUNY

Olga DeJesus

Instructor, Literacy and Multilingual Studies
B.A., Baruch College, CUNY
M.S., Mercy College
M.S., Mercy College

Leah Donn

Instructor, Childhood Education
B.A., Thomas Edison State College
M.S., Brooklyn College of CUNY

William Farber

Associate Professor, Secondary Education
B.S., Manhattan College
M.A., M.Ed., Ed.D., Teachers College, Columbia University

Petronella Feaster

Assistant Professor, Educational Leadership
B.S., Rider University
M.S., Iona College
Ed.D., Fordham University

Terri Lynn Germaine-Williams

Assistant Professor, Secondary Education
B.S., M.A., Adelphi University

Carol Gladstone

Assistant Professor, Secondary Education
B.A., M.A., Hunter College, CUNY
Ph.D., Columbia Pacific University

Amanda Gunning

Assistant Professor, Secondary Education
B.S., University of Richmond
M.A., City College of CUNY
Ph.D., Teachers College, Columbia University

Kathy-Anne Jordan

Assistant Professor, Special Education
B.S., New York University
M.A., Ed.D., Teachers College, Columbia University

Barbara Keckler

Associate Professor, Literacy and Multilingual Studies
B.S., M.S., Ph.D., Fordham University

Matthijs Koopmans

Associate Professor, Education
B.A., Rijksuniversiteit Utrecht
Ed.M., Ed.D., Harvard University

Christine Lang

Assistant Professor, Special Education
B.S., Fordham University
M.A., Ph.D., Columbia University

Susan Lapidus

Assistant Professor, Special Education
B.A., SUNY at Buffalo
M.A., Long Island University
M.Ed., Ph.D., Teachers College, Columbia University

Wendy K. Mages

Assistant Professor, Childhood Education
B.A., Brandeis University
Ed.M., Northwestern University
Ed.D., Harvard Graduate School

Meghan E. Marrero

Associate Professor, Secondary Education
B.S., Cornell University
M.A., Ed.D., Teachers College, Columbia University

Eric Martone

Assistant Professor, Secondary Education
B.A., Pace University
M.A., Iona College
Ph.D., SUNY at Stony Brook

Patrick P. McCabe

Associate Professor, Literacy and Multilingual Studies
B.A., Hunter College, CUNY
M.S. Ed., Lehman College, CUNY
Ph.D., Hofstra University

Alexandra Miletta

Assistant Professor, Childhood Education
B.A., Wellesley College
M.A., Syracuse University
Ph.D., University of Michigan

Howard M. Miller

Professor, Secondary Education
B.A., M.Ed., Temple University
Ed.D., University of Missouri

JungKang Miller

Assistant Professor, Literacy and Multilingual Studies
B.A., Kyungpook National University, S. Korea.
M.A., University of Massachusetts
Ph.D., New Mexico State University

Erica H. Newhouse

Assistant Professor, Literacy and Multilingual Studies
B.A., M.S., University of Kentucky
Ph.D., University of Wisconsin

Elena Nitecki

Assistant Professor, Childhood Education
B.S.W., La Salle University
M.S.W., Temple University
M.S., Neumann College
Ph.D., Temple University

Linda S. Ochser

Associate Professor, Educational Leadership
B.A., Hunter College, CUNY
M.A., Ed.D., New York University

Aki Ohseki

Assistant Professor, Childhood Education
B.A., SUNY at Albany
M.A., New York University
Ed.D., Teachers College, Columbia University

Gulizar Bahar Otcu

Assistant Professor, Literacy and Multilingual Studies
B.A., M.A., Middle East Technical University, Turkey
Ed.M., Ed.D., Teachers College, Columbia University

Andrew Pachtman

Associate Professor, Literacy and Multilingual Studies
B.A., University of Wisconsin, Madison
M.A., Jersey City State College
Ph.D., Syracuse University

Mary Lou Pagano

Associate Dean for Academic Affairs
Assistant Professor, Literacy and Multilingual Studies
B.A., Hunter College, CUNY
M.S., Lehman College, CUNY
Ed.D., Fordham University

Andrew Peiser

Associate Professor, Secondary Education
 B.A., City College, CUNY
 Professional Diploma, Hunter College, CUNY
 M.A., Ph.D., New York University

Alfred S. Posamentier

Dean, School of Education
 Professor, Mathematics Education
 A.B., Hunter College of CUNY
 M.A., CCNY of CUNY
 Ph.D., Fordham University

William C. Prattella

Professor, Educational Leadership
 B.S., M.S., Ph.D., Fordham University

Patricia Prinz

Associate Professor, Literacy and Multilingual
 Studies
 B.A., Queens College of CUNY
 M.A., University of New Hampshire
 Ed.D., Boston University

Sudha Ramaswamy

Assistant Professor, Special Education
 B.A., Barnard College, Columbia University
 M.A., M.Ed., Ph.D., Teachers College,
 Columbia University

Ilene Rothschild

Associate Professor, Special Education
 B.A., New York University
 M.S., Hunter College, CUNY
 Ed.D., Columbia University

Florence F. Schwartz

Instructor, Childhood Education
 B.A., M.S., College of Staten Island

Diane Scricca

Assistant Professor, Educational Leadership
 B.S., M.A., Ed.D., St. John's University

Zoila Tazi

Associate Professor, Literacy and Multilingual
 Studies
 B.A., Nyack College
 M.S.W., Fordham University
 Ph.D., CCNY of CUNY

Linda Tribuzio

Assistant Professor, Special Education
 B.A., Saint Joseph College
 M.S., Southern Connecticut State College
 Ed.D., Fordham University

Roseanne K. Vallice

Assistant Professor, Special Education
 B.A., New York University
 M.S., Long Island University
 Ph.D., University of Southern Florida

Aramina Vega-Ferrer

Associate Professor, Literacy and Multilingual
 Studies
 B.A., Lehman College, CUNY
 M.S., City College, CUNY
 Ph.D., Fordham University

Helge Wasmuth

Assistant Professor, Education
 M.A., Ph.D., University of Tübingen

Esther Wermuth

Associate Professor, Educational Leadership
 B.A., M.A., City College, CUNY
 Ed.D., Fordham University

Melvin Wermuth

Assistant Professor, Secondary Education
 B.S., City College, CUNY
 M.S., Fordham University
 Ed.D., Teachers College, Columbia University

Arlene Zimny

Assistant Professor, Educational Leadership
 B.A., M.A., New York University

EMERITI FACULTY**Robert D. Postman**

Professor Emeritus, Childhood Education
 B.A., Kean College
 M.A., Ed.D., Teachers College, Columbia University

**SCHOOL OF HEALTH AND
 NATURAL SCIENCES****Brian C. Baker**

Visiting Assistant Professor, Physician Assistant
 B.A., Lehigh University
 M.D., American University of the Caribbean
 J.D., Touro Law Center

Shari Salzhauer Berkowitz

Assistant Professor, Communication Disorders
 B.A., SUNY Binghamton
 M.S., Adelphi University
 Ph.D., CUNY Graduate Center
 C.C.-SLP; American Speech, Language, and
 Hearing Association
 Licensed Speech/Language Pathologist,
 State of New York

Nancy L. Beverly

Associate Professor, Physics
B.S., SUNY at New Paltz
M.S., New York University
Ph.D., Stevens Institute of Technology

Laurie Buell

Associate Professor, Veterinary Technology
B.A., New School for Social Research
B.S., Mercy College
M.S., New York Medical College
Veterinary Technologist, Licensed in New York State

Helen Cronin Buhler

Professor, Communication Disorders
B.S. Duquesne University
M.A., Long Island University
Ph.D., Fordham University
C.C.C.-SLP; American Speech, Language, and Hearing Association
New York State Teacher of the Speech and Hearing Handicapped
Licensed Speech/Language Pathologist, State of New York

Marc Campo

Professor, Physical Therapy
B.A., University of Maryland
M.S., Columbia University
M.S., Ph.D., New York University
Orthopedic Clinical Specialist Diplomate, A.B.P.T.S.
Licensed Physical Therapist, State of New York

Anthony Canger

Assistant Professor, Biology
B.S., SUNY at New Paltz
Ph.D., SUNY at Stony Brook

Lorraine Cashin

Assistant Professor, Physician Assistant
B.S., M.P.S., Mercy College

Denise DiCristofaro

Visiting Instructor, Communication Disorders
B.A., M.A., St. John's University
C.C.C., American Speech, Language, and Hearing Association
Certified Teacher/Speech & Hearing Handicapped, State of New York
Licensed Speech/Language Pathologist, State of New York

Cristina Dumitrescu

Assistant Professor, Occupational Therapy Assistant
A.A.S., Mercy College
B.S., Touro College
M.S., Touro College
Licensed Occupational Therapist, State of New York

Carl W. Embola

Associate Professor, Chemistry
B.Sc., University of Ibadan, Nigeria
M.S., Ph.D., New York Medical College
M.P.A., M.B.A., Mercy College

Claudia B. Fenderson

Professor, Physical Therapy
B.S., Columbia University
M.S., Long Island University
Ed.D., Nova Southeastern University
Pediatric Clinical Specialist, Diplomate, A.B.P.T.S.
Licensed Physical Therapist, State of New York

Stephen J. Fong

Assistant Professor, Biology
B.S., Rutgers College
D.P.T., Mercy College
Licensed Physical Therapist, State of New Jersey

Miriam Ford

Assistant Professor, Nursing
B.A., Smith College
M.S.N., Yale University
Ph.D., Adelphi University
Certified Family Nurse Practitioner, Registered Nurse, State of New York

Kathleen Golisz

Professor, Occupational Therapy
B.S., O.T.R., M.A., New York University
O.T.D., University of St. Augustine.
Licensed Occupational Therapist, State of New York and State of New Jersey

Jinette Grullon

Assistant Professor, Physician Assistant
B.S., M.P.S., Mercy College

James Gurley

Assistant Professor, Physical Therapy
B.A., University of Vermont
M.S., University of Pittsburgh
D.P.T. Temple University
Neurologic Certified Specialist Diplomate, A.B.P.T.S.
Licensed Physical Therapist, State of New York

Ruth Lyons Hansen

Associate Professor, Physical Therapy
 B.S., Russell Sage College
 M.S., Long Island University
 D.P.T., Massachusetts General Hospital
 Institute of Health Professions
 Cardiopulmonary Clinical Specialist
 Diplomat, A.B.P.T.S.
 Licensed Physical Therapist, State of
 New York

Sr. Mary Hartnett

Assistant Professor, Nursing
 B.S., Pace University
 M.S.N., University of Rhode Island
 Ph.D., The Catholic University
 Registered Professional Nurse, State of New
 York

Nannette Hyland

Associate Professor, Physical Therapy
 B.S., M.S., Springfield College
 Ph.D., Seton Hall University
 Licensed Physical Therapist, State of New York

Lorraine Jamieson

Assistant Professor, Physician Assistant
 B.S., Long Island University
 M.H.A., Walden University

Henry Knizeski, Jr.

Professor, Biology
 B.S., M.S., Ph.D., Fordham University
 Pd.M., Mercy College

Christine Kosky

Assistant Professor, Communication Disorders
 M.A., Columbia University
 M.S., Hunter College, CUNY
 Ph.D., Graduate Center, CUNY
 C.C.C.- SLP American Speech Language
 Hearing Association
 New York State Teacher of Speech and
 Hearing Handicapped.
 Licensed Speech/Language Pathologist, State
 of New York

Lisa Martin

Associate Professor, Nursing
 B.S., Adelphi University
 M.A., New York University
 Ph.D., New York University
 Registered Professional Nurse, State of New
 York

Astrid E. Mel

Assistant Professor, Exercise Science Program
 Coordinator
 B.S., Concordia University
 M.S., Ph.D., Springfield College
 Health and Fitness Specialist, ACSM
 Certified Sports Nutritionist, ISSN
 Certified Strength and Conditioning Specialist, NSCA

Peter V. Minorsky

Professor, Biology
 A.B., Vassar College
 Ph.D., Cornell University

Susan Moscou

Associate Professor, Nursing
 B.A., SUNY Albany
 M.P.H., Columbia University
 M.S.N., Yale University
 Ph.D., Brandeis University
 Certified Nurse Practitioner

Barbara T. Nash

Associate Professor, Biochemistry
 B.S., City College, CUNY
 M.S., Yale University
 Ph.D., Cornell University

Rita Neilan

Assistant Professor, Nursing
 B.S., Long Island University
 Pharm.D., Long Island University
 Registered Professional Nurse, State of New York
 Registered Pharmacist, State of New York

Laurette J. Olson

Professor, Occupational Therapy
 B.A., Fairfield University
 M.A., Ph.D., New York University
 Licensed Occupational Therapist, State of
 New York

Patricia R. Reineke

Associate Professor, Nursing
 B.S., Wagner College
 M.S., Mercy College
 Ph.D., New York University
 Registered Professional Nurse, States of New York &
 New Jersey

Kathleen Kenney-Riley

Associate Professor, Nursing
 B.S., College of Mount Saint Vincent
 M.S., SUNY, Stonybrook
 Ed.D., Teachers College, Columbia University
 Certified Nurse Practitioner
 Registered Professional Nurse, State of New York

Kathryn A. Ryans

Assistant Professor, ACCE, Physical Therapy
A.A.S., Union County College
M.S., Mercy College
D.P.T., Temple University
Lymphedema Specialist
Licensed Physical Therapist, State of New Jersey

Lisa E. Schenkel

Assistant Professor, Veterinary Technology
B.S., Clarkson University
D.V.M., Colorado State University
Licensed Veterinarian, State of New York and California
Certified Canine Rehabilitation Therapist
Certified Veterinary Medical Acupuncturist

Gloria Schlisselberg

Professor, Communication Disorders
B.A., SUNY at Stony Brook
M.A., Queens College of CUNY
Ph.D., CUNY Graduate Center
C.C.C., American Speech, Language, and Hearing Association
Licensed Speech/Language Pathologist, State of New York
New York State Teacher of the Speech and Hearing Handicapped.
ASHA Board Recognized Specialist in Child Language

Jeanine Stancanelli

Associate Professor, Occupational Therapy
B.S., Quinnipiac College
M.P.H., Southern Connecticut University
O.T.D., University of St. Augustine
Licensed Occupational Therapist, State of New York

Robin E. Sturtz

Associate Professor, Veterinary Technology
B.A., University of Connecticut
M.A., Northwestern University
D.V.M., University of Georgia, College of Veterinary Medicine
Licensed Veterinarian, State of New York

Christine F. Sullivan

Associate Professor, Occupational Therapy Assistant
B.S., SUNY at Buffalo
M.S., College of New Rochelle
O.T.D., University of St. Augustine for Health Sciences
Licensed Occupational Therapist, State of New York

Geetha Surendran

Associate Professor, Chemistry
B.Sc., Delhi University, India
M.Sc., Ph.D., Indian University of Technology, India

William Susman

Professor, Physical Therapy
B.A., State University of New York at Buffalo
Certificate in Physical Therapy, Columbia University
M.A., New York University
Ph.D., New York, University
Licensed Physical Therapist, State of New York

Peggy C. Tallier

Associate Professor, Nursing
B.S.N., Kean University
M.P.A., Fairleigh Dickinson University
Ed.D., Teachers College, Columbia University
Registered Professional Nurse, State of New York & New Jersey

Sabrina Timperman

Assistant Professor, Veterinary Technology
B.S., Wagner College
D.V.M., Louisiana State University, School of Veterinary Medicine
Licensed Veterinarian, State of New York

Joan Toglia

Professor, Occupational Therapy
B.S., O.T.R., New York University
M.A., Ph.D., Teachers College, Columbia University
Licensed Occupational Therapist, State of New York

Renu Abraham Varughese

Assistant Professor, Nursing
B.S., Punjab University
M.S., College of Mt. Saint Vincent, NY
M.Phil., Ph.D., Mother Teresa Women's University, India
Registered Professional Nurse, State of New York

Debra Zizik

Instructor, Occupational Therapy
B.A., Hunter College
M.S., O.T.R., Mercy College
Certificate in Advanced Practice, Drexel University
Licensed Occupational Therapist, State of New York and New Jersey

EMERITI FACULTY

Robert M. Dreyfuss
Associate Professor Emeritus, Chemistry
A.B., Cornell University
Ph.D., University of California, Berkeley
Pd.M., Mercy College

Alayne Fitzpatrick

Associate Professor Emerita, Nursing
 A.A.S., Orange County Community College
 B.S.N., Dominican College of Blauvelt
 M.S.N., Hunter College Bellevue School of
 Nursing of CUNY
 Ed.D., Teachers College, Columbia University
 Certified Community Health Nurse,
 American Nurses Association
 Registered Nurse, State of New York
 Pd.M., Mercy College

Honoré Marie Fontes

Professor Emerita, Nursing
 B.S.N., William Paterson College
 M.A., Ph.D., New York University
 Registered Nurse, State of New York
 Pd.M., Mercy College

Carolyn R. Lansberry

Professor Emerita, Nursing
 B.S.N., SUNY at Buffalo
 M.A., Ph.D., New York University
 Clinical Nurse Specialist, Adult Psychiatric
 Health Nursing
 Registered Nurse, State of New York

Judson P. McClure

Professor Emeritus, Chemistry
 B.S., Bob Jones University
 Ph.D., University of Colorado
 Pd.M., Mercy College

Ellen V. Vopicka

Professor Emerita, Biology
 A.B., Cedar Crest College
 M.A., Wake Forest University
 Ph.D., University of Vermont
 Pd.M., Mercy College

SCHOOL OF LIBERAL ARTS**Jude C. Aguwa**

Associate Professor, Religion
 B.Phil., Bigard Memorial, Enugu, Nigeria
 Th.B., Pontificia Universitas Urbaniana, Italy
 Th.L., Ph.D., Pontificia Facultas Theologica,
 Teresianum, Italy

Frederick Akamine

Visiting Instructor, Humanities
 B.A., Columbia University
 M.A., New School for Social Research

Narasimhaswamy Banavara

Assistant Professor, Mathematics and
 Computer Information Science
 B.E., Bangalore University, India
 M.A., Goethe Institute, Germany
 M.B.A., St. John's University
 Ph.D., City University of New York

Marion G. Ben-Jacob

Professor, Mathematics and Computer Information
 Science
 B.S., CCNY of CUNY
 M.S., Syracuse University
 M.A., Ph.D., Belfer Graduate School of Science,
 Yeshiva University
 Pd.M., Mercy College

Frances Biscoglio

Professor, English Literature
 B.A., College of New Rochelle
 M.A., Ph.D., Fordham University
 Pd.M., Mercy College

Braddlee

Associate Professor, Humanities
 B.A., Hampshire College
 M.A., University of Texas, Austin
 Ph.D., Indiana University

Linda Casper

Assistant Professor, Mathematics and Computer
 Information Science
 B.S., Tufts University
 M.A., Teachers College, Columbia University

Zhixiong Chen

Professor, Mathematics and Computer Information
 Science
 B.A., M.A., Shanghai Jiao Tong University, China
 M.S., Ph.D., University of Pittsburgh

Barbara Dodsworth

Associate Professor, Music and Fine Arts
 B.F.A., Cooper Union for the Advancement of Science
 and Art
 M.A., Queens College of CUNY
 M.Phil., Ph.D., Columbia University
 Pd.M., Mercy College

Sean Dugan

Professor, English Literature
 B.A., Skidmore College
 M.S., SUNY at Albany
 Ed.M., Ed.D., Teachers College, Columbia University

Saul Fisher

Visiting Associate Professor, Philosophy
 A.B., Columbia College, Columbia University
 M.A., Rice University
 Ph.D., CUNY Graduate Center

Josh Gaetjen

Assistant Professor, Music and Fine Arts
B.A., Hampshire College
M.F.A., Boston University

Miriam Gogol

Professor, English Literature
B.A., City College, City University of New York
M.A., M.Phil., Ph.D., Columbia University
Graduate School of Arts and Sciences

Louis J. Grasso

Assistant Professor, Media Studies
B.F.A., M.A., M.F.A., New York Institute of
Technology

Ann E. Grow

Professor, Philosophy
A.B., Manhattanville College
M.A., Ph.D., Fordham University
I.E.M. Program, Harvard University
Pd.M., Mercy College

Alan Hartman

Instructor, Modern Foreign Language
B.S., Manhattan College
M.A., Middlebury College
M.A., Boston College

Perry Harovas

Visiting Assistant Professor, Computer Arts &
Design
B.A., Emerson College

David Kilpatrick

Associate Professor, English Literature
B.A., Slippery Rock University of Pennsylvania
M.A., Ph.D., SUNY at Binghamton

Joseph R. Leahey

Professor, History
B.A., St. Joseph's Seminary
M.A., Ph.D., Fordham University
Pd.M., Mercy College

Karen LeRoy

Assistant Professor, English Literature
A.B., Mount Holyoke College
M.A., Columbia University

Christopher Loots

Assistant Professor, English Literature
B.A., San Francisco State University
Ph.D., CUNY Graduate Center

Andres Matias-Ortiz

Assistant Professor, History
B.A., Hunter College
M.A., Ph.D., University of Wisconsin, Madison

Richard Medoff

Associate Professor, Speech
B.A., SUNY at Stony Brook
M.F.A., Brooklyn College of CUNY
Ph.D., CUNY Graduate Center

Judith C. Mitchell

Associate Professor, Communication Studies, English
Literature, Media Studies
B. A., Ohio Dominican University
M.A., Fairfield University
M.B.A., Pace University

Rosemarie Murray

Assistant Professor, English Literature
B.A., Hunter College of CUNY
M.S., Long Island University
M.S., Ed.D., Fordham University

Michael Perrota

Assistant Professor, Media Studies
B.S., Pace University
M.S., Iona College

Nagaraj Rao

Professor, Mathematics and Computer Information
Science
M.S., Mathematics, Mysore University, India
M.S., City College of New York of CUNY
M.S., Ph.D., University of Rhode Island

Celia Reissig-Vasile

Associate Professor, English Literature, Spanish
B.A., New York University
M.A., University of Texas at Austin
Ph.D., Fordham University

Allyson Richmond

Assistant Professor, English Literature
B.A., Barnard College
M.A., Teachers College, Columbia University

Jennifer Roos

Assistant Professor, Music and Fine Arts
B.A., Princeton University
M.F.A., Yale University

Theodore Rosenof

Professor, History
B.A., Rutgers University
M.A., Ph.D., University of Wisconsin
Pd.M., Mercy College

Lynne M. Rosenthal

Associate Professor, English Literature
B.A., City College of New York of CUNY
M.A., Ph.D., Columbia University
Pd.M., Mercy College

Manuel Santapau

Assistant Professor, Political Science and History

B.A., CCNY of CUNY
M.A., Fordham University
Pd.M., Mercy College

Paul Steinman

Associate Professor, Music and Fine Arts
B.A., San Francisco State University
M.A., New York University

Ralph "Woody" Sullender

Assistant Professor, Computer Arts & Design
B.A., University of North Carolina at Chapel Hill

M.F.A., Bard College

Paul A. Trent

Associate Professor, Speech
A.B., University of Kentucky
M.A., New York University
M.F.A., Yale University
Pd.M., Mercy College

Sanju Vaidya

Associate Professor, Mathematics and Computer Information Science
B.S., M.S., Poona University, India
Ph.D., Purdue University

David Wang

Assistant Professor, Mathematics and Computer Information Science
B.S., Ramapo College
M.S., New Jersey Institute of Technology

Stephen Ward

Assistant Professor, Music and Fine Arts
B.Mus., Berklee College of Music
M.Mus., New York University

Steven Witte

Visiting Instructor, Humanities
B.S., Hunter College
M.S., Mercy College

Jong P. Yoon

Associate Professor, Mathematics and Computer Information Science
B.S., Yonsei University
M.S., University of Florida
Ph.D., George Mason University

EMERITI FACULTY**Nancy A. Benson**

Professor Emerita, English Literature
A.B., Goucher College
M.A., Sarah Lawrence College
Ph.D., CUNY Graduate Center
Pd.M., Mercy College

Joshua Berrett

Professor, Emeritus Music and Fine Arts
B.A., University of Cape Town, South Africa
M.A., Columbia University
Ph.D., University of Michigan
Pd.M., Mercy College

Howard Canaan

Professor Emeritus, English Literature
B.A., Middlebury College
M.A., Ph.D., Columbia University
Pd.M., Mercy College

Joel Feimer

Professor Emeritus, English Literature
B.A., Manhattan College
M.A., SUNY at Stony Brook
Ph.D., CUNY Graduate Center
Pd.M., Mercy College

Mary Margaret Fitzgerald, R.S.M.

Associate Professor Emerita, Foreign Language
A.B., Manhattan College
M.S. in Ed., M.A. French,
M.A. Spanish, Fordham University
Pd.M., Mercy College

Joseph F. Gannon

Professor Emeritus, Philosophy
A.B., Providence College
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M.A., M.Phil., Ph.D., Yale University
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Professor Emeritus, History
B.A., Fairfield University
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Professor Emerita, Foreign Language
Doctor en Filosofia y Letras, Universidad de Habana,
Cuba

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Professor Emerita, English Literature
B.A., Mount Holyoke College
M.A., Columbia University
Ph.D., Union Graduate School
Pd.M., Mercy College

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B.A., Hobart College
M.A., Ph.D., Princeton University
Certified Mediator, IMCR
Certification ICCCR, Conflict Resolution, Columbia University
Pd.M., Mercy College

Delia Marx

Professor Emerita, Mathematics and Computer Information Science
B.S., Instituto Nacional Superior del Profesorado, Argentina
M.S., Ph.D., Polytechnic University
Pd.M., Mercy College

Eileen M. McMahon

Associate Professor Emerita, English Literature
A.B., Marymount College
M.A., St. John's University
Pd.M., Mercy College

Donald Morales

Professor Emeritus, English Literature
B.A., M.A., Adelphi University
Ph.D., SUNY at Stony Brook
Pd.M., Mercy College

Margaret Morris

Professor Emerita, English Literature
B.A., M.A., McGill University, Canada
M.A.L.S., Ph.D., CUNY Graduate Center
Pd.M., Mercy College

Dorothy Huff Oberhaus

Professor Emerita, English Literature
B.A., Ohio Wesleyan University
M.A., Sarah Lawrence College
Ph.D., CUNY Graduate Center
Pd.M., Mercy College

Elaine Paris

Professor Emerita, Mathematics and Computer Information Science
B.S., M.A., Brooklyn College of CUNY
Ed.D., Teachers College, Columbia University
Pd.M., Mercy College

Elizabeth Pogue

Professor Emerita, Speech
A.B., Manhattan College
M.S., Fordham University
Ph.D., New York University
C.C.C., American Speech, Language, and Hearing Association
Licensed Speech/Language Pathologist, State of New York
Pd.M., Mercy College

Frederick L. Shiels

Professor Emeritus, Political Science and History
B.A., Vanderbilt University
M.A., Johns Hopkins School of Advanced International Studies
Ph.D., Cornell University
Pd.M., Mercy College

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Professor Emeritus, History
B.A., Cornell University
M.A., Brown University
Ph.D., University of California, Berkeley
Pd.M., Mercy College

John Tucciarone

Professor Emeritus, Mathematics and Computer Information Science
B.S., Fordham University
M.A., St. John's University
J.D., St. John's University, School of Law
Ph.D., New York University
Pd.M., Mercy College

Thomas E. Vesce

Professor Emeritus, Modern Foreign Language
A.B., Manhattan College
M.A., Western Connecticut State College
M.A., Ph.D., Fordham University
Pd.M., Mercy College

**SCHOOL OF SOCIAL AND
BEHAVIORAL SCIENCES**

Chana R. Adelman

Assistant Professor, School Psychology
B.A., State University of New York, College at Brockport
M.A., Houston Baptist University
M.A., University of Houston-Clear Lake
Ph.D., University of Houston
New York State Permanent Certification in School Psychology
Licensed Psychologist, State of New York

Deborah Day Aikens

Assistant Professor, Behavioral Science
B.S., M.S.W., Ph.D., Howard University
LMSW, CASAC, New York State

Dorothy M. Cali Balancio

Professor, Sociology
A.B., Mercy College
M.A., Catholic University of America
M.Phil., Ph.D., CUNY Graduate Center
Pd.M., Mercy College

Saliha Bava

Associate Professor, Marriage and Family Therapy
 B.A., University of Delhi in New Delhi, India.
 M.A., Tata Institute of Social Sciences in Bombay, India
 Ph.D., Virginia Polytech Institute & State University

Carol Bennett-Speight

Associate Professor, Social Work
 B.A., Pennsylvania State University
 M.S.W., Rutgers, State University of New Jersey
 D.S.W., University of Pennsylvania
 L.S.W., State of Pennsylvania

Donna F. Bookin

Assistant Professor, Legal Studies
 B.A., SUNY at Albany
 M.A., The American University
 J.D., Hofstra University School of Law

Jeffrey J. Cohen

Associate Professor, School Psychology
 B.A., New York University
 M.A., Ph.D., Hofstra University
 New York State Permanent Certification in School Psychology
 Licensed Psychologist, State of New York

Lisa Ecklund-Flores

Associate Professor, Psychology
 B.S., SUNY at Fredonia
 M.S., CUNY
 Ph.D., CUNY Graduate Center

Douglas Evans

Assistant Professor, Criminal Justice
 B.A., M.A., Ph.D., Indiana University

Michael S. Grunes

Associate Professor, School Psychology
 B.S., University of Massachusetts at Amherst
 M.A., Ph.D., Hofstra University
 Licensed Psychologist, State of New York

Carolyn Hanesworth

Assistant Professor, Social Work
 M.S., University of Texas in Arlington
 B.A., University of Arizona
 L.C.S.W., New York State
 L.C.S.W., Texas State Board of Social Work Examiners
 Licensed M.S.W., Texas State Board of Social Work Examiners

Rossi A. Hassad

Associate Professor, Psychology
 M.P.H., University of the West Indies
 Ph.D., Touro University International
 CStat, Chartered Statistician, The Royal Statistical Society, United Kingdom

Aminda Heckman

Assistant Professor, Field Education Coordinator, Social Work
 M.S., M.S.W., Fordham University
 L.C.S.W., New York State

Evan Imber-Black

Professor, Marriage & Family Therapy
 B.A., Roosevelt University
 M.S., California State University
 Ph.D., University of Pittsburgh

Diana D'Amico Juettner

Professor, Legal and Justice Studies
 B.A., Hunter College of CUNY
 J.D., Touro College School of Law
 Pd.M., Mercy College

Theresa Kane, R.S.M.

Associate Professor, Behavioral Science
 A.B., Manhattanville College
 M.A., Sarah Lawrence College
 M.P.A., New York University
 Certificate in Hospital Administration, Columbia University

Mary Knopp Kelly

Associate Professor, Psychology
 B.A., Hunter College of CUNY
 M.Phil., Ph.D., CUNY Graduate Center
 Pd.M., Mercy College

Mary C. Kraetzer

Professor, Behavioral Science
 A.B., College of New Rochelle
 M.A., Ph.D., Fordham University
 Pd.M., Mercy College

Kevin R. Kulic

Assistant Professor, Psychology
 B.A., M.S., SUNY at Albany
 Ph.D., University of Georgia

Yi-Hsuan Chelsea Kuo

Assistant Professor, Sociology
 B.A., National Chengchi University
 M.A., Harvard University
 Ed.M., Ph.D., Teachers College, Columbia University

Illya Lichtenberg

Associate Professor, Criminal Justice and Law
 B.S., M.A., Ph.D., J.D., Rutgers University

Alberto Manzi

Assistant Professor, Behavioral Science
B.S., Ph.D, University of Naples, Italy

Arthur G. McCann

Associate Professor, Counseling
B.A., Cathedral College
M.A., New York University
Ph.D., Fordham University
Advanced Certificate in Educational
Leadership and Administration
New York State Permanent Certification
in Guidance
New York State Permanent Certification:
School Administrator/Supervisor

Lana Obradovic-Candler

Assistant Professor, International Relations
and Diplomacy
B.A., University of Nebraska
M.A., St. John's University
Ph.D., The Graduate Center of the City
University of New York

Kimberly A. Rapoza

Associate Professor, Psychology
B.A., University of Massachusetts
M.A., Ph.D., Boston University

Jennifer L. Parzych

Assistant Professor, School Counseling
B.A., Eastern Connecticut State University
M.S., Central Connecticut State University
Ph.D., University of Connecticut, Storrs

Ori Shinar

Associate Professor, Psychology
B.A., University of California, Irvine
Psy.D., Ferkauf Graduate School of
Psychology, Yeshiva University

Mark Sirkin

Associate Professor,
B.A., Boston University
M.A., University of Connecticut
Ph.D., University of Connecticut
Licensed Psychologist, State of New York
and Massachusetts

Ellen F. Sperber

Associate Professor, Psychology
B.A., SUNY at Buffalo
M.A., SUNY at Oswego
M.A., Queens College of CUNY
Ph.D., CUNY Graduate Center

Robert G. Stevenson

Associate Professor, Mental Health Counseling/
School Counseling
B.A., College of the Holy Cross
M.A., Montclair State University
M.A.T., Ed.D., Fairleigh Dickinson University

James P. Towey

Professor, Psychology
B.A., Hunter College of CUNY
M.A., Ph.D., Columbia University
Licensed Psychologist, State of New York
Pd.M., Mercy College

Rebecca C. Trezn

Assistant Professor, Psychology
B.A., M.A., St. Bonaventure University
Ph.D., Fordham University

EMERITI FACULTY

Stuart E. Cohen

Professor Emeritus, Psychology
B.A., Brooklyn College of CUNY
Ph.D., CUNY
Post-graduate Certificate in Behavior Therapy, Long
Island University
Licensed Psychologist, State of New York
Pd.M., Mercy College

Hind Rassam Culhane

Associate Professor Emerita, Behavioral Science
A.A., HL.D., Cazenovia College
B.A., M.A., Rockford College
M.A., Ed.M., Ed.D., Teachers College, Columbia
University
Pd.M., Mercy College

Stephen A. Daniel

Professor Emeritus, Psychology
B.A., Queens College of CUNY
M.A., Western Michigan University
Ph.D., University of Minnesota.
Licensed Psychologist, State of New York
Pd.M., Mercy College

Charles T. DeStefano

Associate Professor Emeritus, Psychology and
Behavioral Science
B.A., M.A., Ph.D., Boston University
Pd.M., Mercy College

Adma Jaha d'Heurle

Distinguished Professor Emerita, Psychology
A.B., American University, Beirut
M.A., Smith College
Ph.D., University of Chicago
Pd.M., Mercy College

Dorothy L. Dunbar

Professor Emerita, Psychology
 B.A., M.S. in Ed., Hunter College of CUNY
 Professional Diploma, Teachers College,
 Columbia University
 Ed.D., Fordham University
 Pd.M., Mercy College

Mavis Kennelly Gill

Professor Emerita, Psychology
 B.S. in Ed., M.S. in Ed., Ed.D.,
 St. John's University
 Certified School Counselor, State of New York
 Certified School Psychologist, State of New
 York
 Licensed Psychologist, State of New York
 Pd.M., Mercy College

Winnie Hazou

Associate Professor Emerita, Sociology and
 Behavioral Science
 B.A., Mercy College
 M.A., Ph.D., Fordham University

Richard L. Hudson

Associate Professor Emeritus, Sociology and
 Behavioral Science
 B.A., Marist College
 M.A., New School University
 Ph.D., CUNY Graduate Center
 Pd.M., Mercy College

Robert C. Tash

Professor Emeritus, Sociology
 B.A., M.A., St. John's University
 M.A., Teachers College, Columbia University
 M.A., Ph.D., New School University
 Pd.M., Mercy College

Lynn M. Tepper

Professor Emerita, Behavioral Science and
 Psychology
 B.S., SUNY at Buffalo
 M.A., Wayne State University
 M.S., Ed.M., Ed.D., Teachers College, Columbia
 University
 Pd.M., Mercy College

Joseph A. Trzasko

Professor Emeritus, Psychology
 A.B., University of New Hampshire
 M.A., Ph.D., University of Vermont
 Licensed Psychologist, State of New York
 Pd.M., Mercy College

Joseph Victor

Professor Emeritus, Criminal Justice
 B.A., M.A., Seton Hall University
 Ed.D., Fairleigh Dickinson University
 Pd.M., Mercy College

FACULTY OF LIBRARY**Susan Gaskin-Noel**

Assistant Professor, Library
 B.A., College of New Rochelle
 M.S.L.I.S., Pratt Institute

Michele S. Lee-Leite

Assistant Professor, LATOL
 B.F.A., M.S.L.I.S., Pratt Institute
 M.S., Mercy College

Judith Liebman

Associate Professor, Library
 B.A., American University
 M.B.A., Fordham University
 M.L.S., Queens College of CUNY

Srivalli Rao

Associate Professor, Library
 B.A., M.A., University of Bombay, India
 M.L.S., Southern Connecticut State University

Mustafa Sakarya

Assistant Professor, Library
 B.A., Cornell University
 M.S.L.I.S., Pratt Institute
 Pd.M., Mercy College

Tesse Santoro

Associate Professor, Library
 B.A., Queens College
 M.L.S., Queens College, CUNY

Brook Stowe

Assistant Professor, Library
 Master in Media Arts, Long Island University
 M.L.S., Queens College, CUNY

EMERITI FACULTY**W. Bruce Fulton**

Associate Professor Emeritus, Library
 B.A., Northwest Christian College
 B.A., University of Oregon
 M.Div., Vanderbilt University Divinity School
 M.L.S., Vanderbilt University
 Pd.M., Mercy College

Donald Ray

Associate Professor Emeritus, Library
 B.A., Stanford University
 M.L.S., Ph.D., Rutgers University
 Pd.M., Mercy College

DANBURY HOSPITAL
School of Medical Technology Faculty

Ana Vicente, M.T. (ASCP) *Program Co-Director*
Carol Repko, M.T. (ASCP) *Program Co-Director*
Salvador F. Sena, Ph.D., DABCC, *Education Director*
Paul Fiedler, M.D., *Medical Director*

NEW YORK METHODIST HOSPITAL
Clinical Laboratory Science Program Faculty

Lori A. Burkard, M.S., M.T. (ASCP), *Program Director*
Lynn Jones, M.S., M.T. (ASCP), *Assistant Program Director*

In compliance with the Commissioner's Regulations NYSED and the federal government's Student Right to Know legislation, Mercy College presents the following information showing the graduation rate of students completing their academic programs.

Student Right to Know
First-time, Full-time Students seeking a Bachelor's degree
Fall 2006 Cohort

	Number	Pct.
Fall 2006 Cohort	395	100%
Earned bachelor's degree within six years (150% of normal time)	133	33.7%
Earned associate's degree within three years (150% of normal time)		0.3%
Total degrees	134	33.9%

NOTES:

If a student received an associate's degree and a bachelor's degree, the bachelor's degree is counted above.

The graduation rate does not include students who left the school to serve in the armed forces, on official church missions, or in the foreign service of the federal government. Students who died or were totally and permanently disabled are also excluded.

SOURCE:

Office of Institutional Research

Correspondence Directory

Mercy College
 555 Broadway
 Dobbs Ferry, New York 10522
 877-MERCY-GO

Weather and Special Events
 914-674-7777

Concerning:	Write to:
Matters relating to the general policies, interests and welfare of the college	President
Faculty	Provost and Vice President for Academic Affairs
Academic Studies and Regulations	Associate Provost
Student Life and Student Activities	Center for Student Success and Engagement
Financial and Business Matters	Vice President for Finance
Transcripts and other Official Records	Registrar, Office of Systems Management
Admissions	Vice President for Enrollment
Student Financial Aid	Vice President for Student Services
Transfer Students	Office of Admissions
Public Relations and Publicity	Office of College Relations
Contributions to the college	Institutional Advancement
Alumni	Alumni Relations
Veterans' Affairs	Office of Business Operations

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DIRECTIONS TO THE BRONX CAMPUS

1200 Waters Place, Bronx, NY 10461

718-678-8899 or 877-MERCY-GO

By Car:

From Westchester County/Southern Connecticut via the Hutchinson River Parkway: Hutchinson River Parkway southbound to Westchester Ave./ East Tremont Ave. exit (exit 2). Bear right for Waters Place. Proceed on Waters Place to 1200 Waters Place (Hutchinson Metro Center).

From Manhattan via the Triboro Bridge:

Triboro Bridge toward the Bronx to Bruckner Expressway (I-278) toward the New England Thruway (I-95). From the Bruckner Expressway, exit to the northbound Hutchinson River Parkway. Exit the Hutchinson River Parkway at Westchester Ave./ East Tremont Ave. exit (exit 2). Proceed as above.

From Queens via the Whitestone Bridge:

Whitestone Bridge toward the Bronx; from Whitestone Bridge, follow signs to the northbound Hutchinson River Parkway. Exit the Hutchinson River Parkway at Westchester Ave./ East Tremont Ave. exit (exit 2). Proceed as above.

From Dobbs Ferry via the Hutchinson River Parkway:

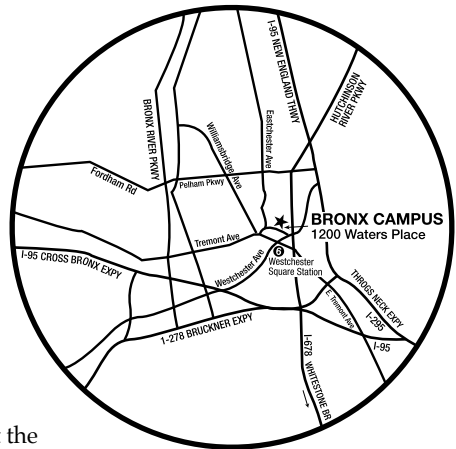
Saw Mill River Parkway southbound or Sprain Brook Parkway southbound to Cross County Parkway eastbound to Hutchinson River Parkway southbound to Westchester Ave./ East Tremont Ave. exit (exit 2). Bear right for Waters Place. Proceed on Waters Place to 1200 Waters Place (Hutchinson Metro Center).

By Public Transportation:

Subway: Number 6 line to the Westchester Square stop.

Bus: The number 12 stops on Pelham Parkway at Stillwell Ave. The number 21 stops at 1200 Waters Place. The number 31 stops on Eastchester Road at Waters Place.

From Westchester Square, a shuttle bus provides service to the new Bronx Campus, stopping at 1200 Waters Place and at the front door of the campus. Westchester Square is served by the number 6 train and the numbers 14, 40, 42, 4, 31 and 8 buses.



DIRECTIONS TO THE DOBBS FERRY CAMPUS

555 Broadway, Dobbs Ferry, NY 10522

914-674-7600 or 877-MERCY-GO

From Lower Westchester County & New York City:

Saw Mill River Parkway (North):

To Dobbs Ferry Exit. Turn left onto Ashford Avenue. Turn right onto Broadway (Rte 9), continue 1/2 mile to entrance on left.

New York Thruway (North):

To Exit 7, Ardsley. Turn right at end of ramp and continue to traffic light. Turn left onto Ashford Avenue. Follow route as above.

From Northern Westchester & Putnam Counties:

Saw Mill River Parkway (South):

To Dobbs Ferry Exit. Exit onto Ashford Avenue. Follow route as above.

From Rockland & Orange Counties & New Jersey:

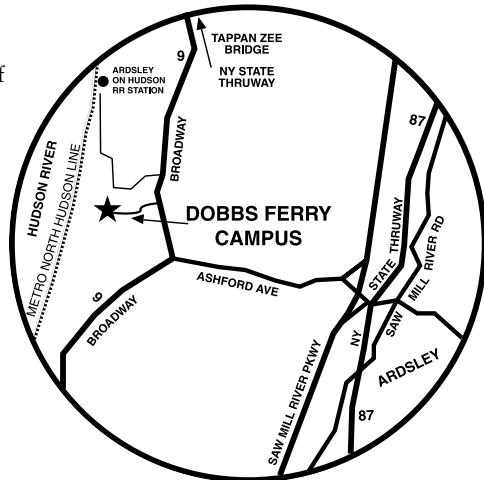
Tappan Zee Bridge:

Exit immediately after toll (Exit 9). Turn left at end of ramp onto Broadway (Rte 9). Continue 4 miles to entrance on right.

From Westchester County & Connecticut:

Cross Westchester Expressway (West), to New York Thruway (North):

To Exit 9, last exit before Tappan Zee Bridge. Turn left at end of ramp onto Rte 119. Turn left at traffic light onto Broadway (Rte 9). Continue 4 miles to entrance on right.



DIRECTIONS TO THE MANHATTAN CAMPUS

66 West 35th Street, New York, NY 10001 (Between 5th and 6th Avenues)
212-615-3300 or 877-MERCY-GO

By Bus: All bus lines stop at 34th Street. Take the #5, #6,7,#34 bus to 6th Avenue. Walk one block north on 6th Avenue to 35th Street.

By Subway: Take the A,B,D,E,F,N,Q,R,V,W,1,2,3,9 to 34th Street.

By Train:

From Westchester: Take Metro North (Hudson Line) to Grand Central. Walk south to 35th Street and then west to 5th Avenue. The campus is closer to 6th Avenue.

From Long Island: Take the Long Island Railroad to Penn Station and walk to 35th Street.

From New Jersey: Take the PATH to 34th Street and walk to 35th Street.

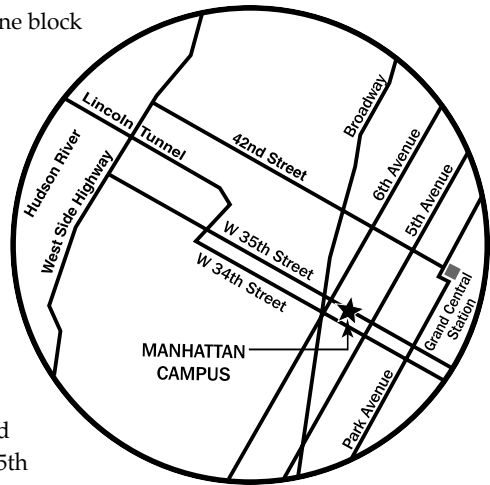
By Car:

From Long Island and Queens: Take the Queens Midtown Tunnel or the 59th Street Bridge to 35th Street and 5th Avenue. Make a right hand turn onto 35th Street.

From the Bronx: Take the Major Deegan North to the Saw Mill River Parkway to the Henry Hudson Highway South. The Henry Hudson Parkway turns into the West Side Parkway. Exit off the West Side Parkway at 39th Street. Take 39th Street to 5th Avenue and make a right to 35th Street. The campus is on the left.

From New Jersey: Take the Lincoln Tunnel to 35th Street.

From Westchester: Take the Saw Mill River South to the Henry Hudson Parkway. Go South to the West Side Highway to West 39th Street. Take 39th Street to 5th Avenue and make a right to 35th Street. The campus is on the left.



DIRECTIONS TO THE YORKTOWN CAMPUS
2651 Strang Boulevard, Yorktown Heights, NY 10598
914-245-6100 or 877-MERCY-GO

From Westchester County:

Taconic Parkway: To Rte 202/35 East. Turn left onto Strang Boulevard. Continue to entrance on left.

Rte 202/35:

Turn onto Strang Blvd. Continue to entrance on left.

From Putnam & Dutchess Counties:

Taconic Parkway (South):

To Rte 202/35 East. Turn left onto Strang Boulevard. Continue to entrance on left.

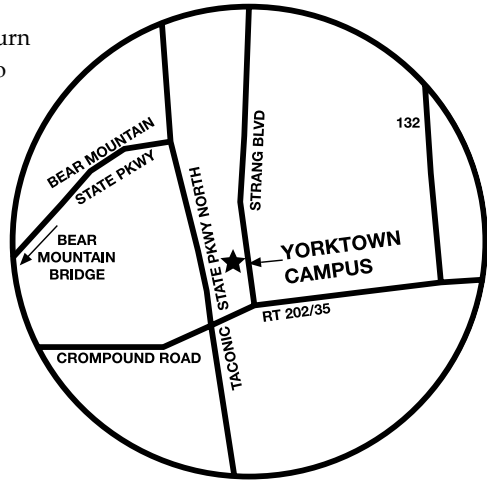
From Orange & Rockland Counties:

Bear Mountain Bridge:

To Bear Mountain Bridge Road (Rte 6/202), to Bear Mountain State Parkway, to Rte 202/35. Turn left onto Strang Boulevard. Continue to entrance on left.

From Connecticut:

Rte 202: To Rte 35 (West). Turn right onto Strang Boulevard. Continue to entrance on left.



Accreditations, Memberships and Affiliations

Mercy College is fully accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680, 267-284-5000. Documentation describing the institution's accredited status is kept on file in the President's Office. Anyone wishing to review this documentation may request to do so.

The College is authorized by the Board of Regents of the University of the State of New York to award associate's degrees, bachelor's degrees and master's degrees as described in the college's current undergraduate and graduate catalogs. Mercy College's programs are registered by the New York State Education Department, 89 Washington Ave, Albany, New York 12234, 518-474-3852 The Computer Arts and Design program is accredited by the National Association of Schools of Art and Design. For additional information, please contact the National Association of Schools of Arts and Design, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190-5248, 703-437-0700.

The Legal Studies major with a specialization in Paralegal Studies has been approved by the Standing Committee on Paralegals of the American Bar Association. For additional information, please contact: American Bar Association, 321 N. Clark St., Chicago, IL 60654, 800-285-2221.

The Nursing Major is accredited by the Commission on Collegiate Nursing Education. For additional information, please contact: American Association of Colleges of Nursing, 1 Dupont Circle, NW, Suite 530, Washington, DC 20036, 202-463-6930.

The Combined B.S./M.S. in Public Accounting and the M.S. in Public Accounting Degree Programs are Registered 150 Credit Hour CPA Licensure Qualifying Accounting Curricula in New York State, and meet the New York educational requirements for candidates applying to take the CPA Examination. For additional information, please contact: NY State Education Department, Office of the Professions, 80 Washington Avenue, Albany, NY 12234, 518-474-3817.

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA). Contact information: ACOTE, c/o Accreditation Department, American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, 301-652-2682, website www.acoteonline.org.

The Social Work Program is accredited by the Council on Social Work Education. For additional information, please contact: Council on Social Work Education, 1701 Duke Street, Suite 200, Alexandria, VA 22314, 703-519-8080.

The Veterinary Technology program is accredited by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA). For additional information, please contact: Headquarters, 1931 North Meacham Road, Suite 100, Schaumburg, IL 60173, 800-248-2862.

ACCREDITATION AND MEMBERSHIPS

- Accreditation Council for Occupational Therapy Education
- American Assembly of Collegiate Schools of Business
- American Association for Higher Education
- American Association for Paralegal Education
- American Association of Colleges for Teacher Education
- American Association of Colleges of Nursing Mercy College
- American Association of Collegiate Registrars & Admissions Officers
- American Council on Education
- American Philosophical Association
- American Physical Therapy Association
- American Speech, Language and Hearing Association
- American Veterinary Medicine Association
- Association for Institutional Research
- Association of American Colleges and Universities
- Association of Governing Boards of Colleges & Universities
- Association of Schools of Allied Health Professions
- College Entrance Examination Board
- Commission on Accreditation in Physical Therapy Education
- Commission on Collegiate Nursing Education
- Commission on Independent Colleges and Universities of the State of New York
- Council for the Advancement & Support of Education
- Council of Colleges of Arts and Sciences
- Council on Social Work Education
- Council on Undergraduate Research
- EDUCAUSE
- Environmental Consortium of Hudson Valley Colleges and Universities
- Hispanic Association of Colleges and Universities
- International Assembly for Collegiate Business Education
- Middle States Commission on Higher Education
- Middle States Association of Collegiate Registrars & Officers of Admission
- National Association of College & University Business Officers
- National Association of College & University Attorneys
- National Association of Student Personnel Administrators
- North American Association of Summer Sessions
- NorthEast Regional Computing Program (NERCOMP)
- Regents Accreditation of Teacher Education
- Service-members Opportunity Colleges
- Society of College and University Planners
- Standing Committee on Paralegals of the American Bar Association

Consumer Complaints

Beginning July 1, 2011, the U.S. Department of Education regulations to improve the integrity of programs authorized under Title IV of the Higher Education Act (HEA), as amended (the “Program Integrity Rule”), take effect. The Program Integrity Rule requires, among other things, that each college or university authorized to offer postsecondary education in one or more States ensure access to a complaint process that will permit student consumers to address the following:

1. Alleged violations of State consumer protection laws that include but are not limited to fraud and false advertising
2. Alleged violations of State laws or rules relating to the licensure of postsecondary institutions
3. Complaints relating to the quality of education or other State or accreditation requirements

Mercy College, as an institution authorized to provide postsecondary education in the State of New York, is committed to full compliance with the Program Integrity Rule, and provides the following confirmation to all current and/or prospective students:

Complaint Process

Mercy College seeks to resolve all student concerns in a timely and effective manner. To that end, this complaint process serves as an ongoing means for students to discuss concerns or register formal complaints that pertain to alleged violations of State consumer protection laws that include but are not limited to fraud and false advertising; alleged violations of State laws or rules relating to the licensure of postsecondary institutions; and complaints relating to the quality of education or other State or accreditation requirements.

The Office of Student Success and Engagement provides specific administrative means to address and resolve most, if not all of the questions and concerns you may have through the complaint process as outlined in the Student Handbook, found on Mercy Connect. The contact for the complaint process is Deputy Director of PACT, 914-674-7622.

It is expected that students will fully utilize any/all of Mercy College’s administrative procedures to address concerns and/or complaints in as timely a manner as possible. On occasion, however, a student may believe that these administrative procedures have not adequately addressed concerns identified under the Program Integrity Rule. In those select cases, the following independent procedures are provided:

New York Office of College and University Evaluation
New York State Education Department
5 North Mezzanine Albany, NY 12234
ocueinfo@mail.nysed.gov
<http://www.highered.nysed.gov/ocue/spr/COMPLAINTFORMINFO.html>

New York Bureau of Proprietary School Supervision
New York State Education Department
99 Washington Avenue, Room 1613 OCP
Albany, New York 12234

New York State Department of State
Division of Consumer Protection
Consumer Assistance Unit
5 Empire State Plaza - Suite 2101
Albany, New York 12223-1556
<https://www1.consumer.state.ny.us/cpb/CauComplaintForm.html>

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Dobbs Ferry Campus

555 Broadway
Dobbs Ferry, NY 10522
(914) 693-7600

Bronx Campus

1200 Waters Place
Bronx, NY 10461
(718) 678-8899

Manhattan Campus

66 West 35th St.
New York, NY 10001
(212) 615-3300

Yorktown Campus

2651 Strang Boulevard
Yorktown Heights, NY 10598
(914) 245-6100

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www.mercy.edu

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