



College Guide

Spring 2020

Credit Courses

Workforce Development

Winter Session... ONLINE!

STCC offers dozens of Gen Ed and other classes, saving you as much as HALF THE COST than your full-time college or university. Out of-state residents pay the in-state rate! See page 2.

#SmartStart at STCC

Our commitment to you... earn an associate degree at STCC and transfer to Westfield State or UMass Amherst. Total cost as low as \$29,000 for your bachelor's degree! See page 10.

Early College Dual Enrollment

Are you a high school junior or senior? Earn FREE COLLEGE CREDITS at STCC while you meet HS graduation requirements. See page 8.

What's your path?



STCC offers job training programs as well as certificates and degrees. All are one form of career credential, so which one is right for you?

Are you a working professional?

Are you looking for additional skills to earn a bigger paycheck?

Check out our online and in-person professional development opportunities on pages 4–8.

Are you a high school student or recent graduate?

Or are you mid-career and thinking of doing something new?

Are you a STCC student working toward a degree and want to know what comes next?

Then check out our options in certificates of completion, associate degrees, or transfer opportunities on page 13!



PRO TIP: Maximize opportunities with our College Now Dual Enrollment Program (up to 4 classes during high school) and the STEM Starter Academy (biology, math, and English classes), you can complete up to **seven free classes at STCC... For free!!!**



Let's get started.

Contents

Winter Session	2
Workforce Training	3
Casino Career Training	7
High School Options	8
Transfer Options	10
Academic Calendar	11
Phone Numbers & Hours	11
Academic Programs	12
Flex Terms	13
Manufacturing Training/Degrees	14
Registration Information	15
Paying for College	17
College Services	19
Academic Information	23
Evening & Weekend Courses	24
Online Courses	26
Credit Course Schedule	31
Credit Course Descriptions	51
Honors Courses	75
General Information	89
Directions & Campus Map	91- 92

Instant Accept Days

Register now to get the classes you want. Classes are filling fast! STCC has small classes and the most affordable options!

Learn more at stcc.edu/admissions

Tour the STCC Campus

We offer tours every Wednesday at 10:00 am and 3:00 pm. Tours begin at the Admissions Office in the Ira H. Rubenzahl Student Learning Commons (B19), 1 Armory Square, Springfield, MA.

Learn more at stcc.edu/apply/visit-us

Online Winter Session

See stcc.edu/winter for information about tuition, fees, and refund policy.

WINTER 2019 ACADEMIC CALENDAR

Monday, November 18 – Friday, December 20	Registration for Winter Session Classes
Friday, December 20	Classes Begin
Saturday, December 21 – Wednesday, January 1, 2020	All College offices closed
Monday, January 13, 2020	Last Day to Withdraw from Courses
Thursday, January 16, 2020	Last Day of Classes/Final Exams
Tuesday, January 21, 2010	Final Grades Available on WebAdvisor

Online Classes run Friday, Dec. 20– Thursday, Jan. 16

American Literature: 1620 - 1860	Medical Terminology 1
Art History: Prehistoric to Gothic	Music Appreciation 1
Basic Research	Nutrition
Computer Basics: Concepts & Applications	Principles of Management
English Composition 1	Principles of Marketing
English Composition 2	Principles of Normal/Abnormal Behavior
Fundamentals of Oral Communication	Sociology of the Family
General Psychology	Statistics
Introduction to Sociology	Survey of Modern U.S. History
Lifespan Human Growth and Development	Survey of U.S. History and Government
	World Religions

REGISTRATION OPTIONS

ONLINE – stcc.edu/winter

If you have not requested a WebAdvisor PIN, follow the instructions below and receive your PIN within 24-48 hours.

WebAdvisor is an online service for students. Students use WebAdvisor to view grades, class schedules, and financial information; online transactions for students include course registration, schedule changes, bill payment, and address changes.

How to Open a WebAdvisor Account and Request a PIN

1. Go to www.stcc.edu
2. Choose WebAdvisor from the eTools menu
3. Click on Setup a WebAdvisor Account
4. Complete the online application for a WebAdvisor account
5. Your username and password will be sent to you by email

Note: Make sure that your email account is not blocking outside messages, or that your email box is not full, or that there is not some other reason that our email to you cannot get through.

WALK-IN

Registrar's Office, Learning Commons (Building 19)

Monday -Thursday	7:30am - 7:00pm
Friday	7:30am - 5:00pm

PHONE – (413) 755-4321

Call (413) 755-4321 to register by telephone (have all course information ready when you call).

Hours are:

Monday - Thursday	7:30am - 7:00pm
Friday	7:30am - 5:00pm

HOW TO REGISTER ONLINE

- 1 Go to: www.stcc.edu under "ETools"
- 2 Click On: **WebAdvisor**
- 3 Click On: The **Click Here to access WebAdvisor** link
- 4 Click On: **Log In**
- 5 Enter your username (in lowercase) and password – click on **Submit**
- 6 Click On: **Students**
- 7 Click On: **Register for Sections**
- 8 Choose: **Express Registration**
- 9 For each course in which you want to register, enter the following information:
 - **Subject:** Use the drop-down menu in the **Subject** column to choose the course subject (for example, ENG)
 - **Course Number:** Type in the number of the course (for example, 101) in the **Course #** column
 - **Section Number:** Type in the Section information (for example, D01) in the **Section #** column. (Every section includes a letter and two numbers.)
 - **Term:** Use the drop-down menu in the **Term** column to choose the Winter 2019 term.
- 10 After you've entered the information for every course, click Submit.
- 11 On the next screen, you will see a list of your "preferred sections" based on your course section criteria. **To finalize registration**, use the drop-down **Action** menu to select "RG – Register" (to register for a class) or "RM – Remove from List" (to remove a class from your list of preferred sections). When done, click Submit.
- 12 The next screen will indicate the status of each course. Successful registrations will be noted with a status of **Registered**. If a class is full, or if you do not meet the prerequisite(s) for a course, this will be noted at the top of this screen.

WEBADVISOR - HELP LINE

If you run into any technical problems on the WebAdvisor system, please visit stcc.edu/webadvisor for assistance. If you need further assistance, please send an email describing the problem to the WebAdvisor Help Line (WebAdvisor@stcc.edu) – you will receive a response within one business day.

Looking for job skills or professional development opportunities to advance your career? We have 'em!

Unemployed? We work with MassHire to help you find the best training opportunities to keep you working.

Employers... Need a training program you don't see in these pages? Call us. We can build custom training for your organization!

Please visit stcc.edu/wdc for class schedules and registration information.

ASPHALT ACADEMY

STCC's Asphalt Academy trains students for the Northeast Transportation Training and Certification (NETTCP) Program. Learn more at stcc.edu/wdc/asphalt-academy.

Hot Mix Asphalt Plant Technician

For individuals responsible for the sampling and testing of hot mix asphalt at the production facility. (36 Hour Training, 30 Day Internship, \$1,450)

Hot Mix Asphalt Paving Inspector

For those individuals responsible for inspecting, sampling and testing of hot mix asphalt in the field. (20 Hour Training, 30 Day Internship, \$770)

Soils & Aggregate Inspector

for those individuals responsible for the sampling and testing of soils and aggregates used in base, subbase and roadway embankment construction. (24 Hour Training, 30 Day Internship, \$925)

AUTOMOTIVE

STCC also offers one-year certificates of completion and two-year associate degree options. See stcc.edu for details.

Auto Damage Appraiser License Exam Prep

Students completing this training will be prepared to take Part 1 of the Massachusetts Automobile Damage Appraisers License Examination. (60 Hours, \$649)

CONSTRUCTION & SKILLED TRADES

STCC also offers one-year certificates of completion and two-year associate degree options. See stcc.edu for details.

Electrical 1

Electrical Trade, Safety, Circuits, Theory; National Electrical Code (NEC); Device Boxes; Hand Bending; Raceways and Fittings; Conductors and Cables; Basic Drawings; Residential Electrical Services; Electrical Test Equipment. (168 Hours, \$1,503)

Electrical 2

Alternating Current; Motors; Lighting; Conduit Bending; Pull and Junction Boxes; Conductor Installations; Cable Tray; Conductor Terminations and Splices; Grounding and Bonding; Circuit Breakers and Fuses; Control Systems. (168 Hours, \$1,503)

Electrical 3

Load Calculations – Branch Feeders and Circuits; Conductor Selection and Calculations; Lighting; Hazardous Locations; Overcurrent Protection; Distribution Equipment; Transformers; Voice, Data, and Video; Motor Controls. (168 Hours, \$1,503)

Electrical 4 (Code Review)

Load Calculations – Feeders and Services; Health Care Facilities; Standby and Emergency Systems; Basic Electronic Theory; Fire Alarm Systems; Specialty Transformers; Advanced Controls; HVAC Controls; Heat Tracing and Freeze Protection; Motor Operation and Maintenance; Medium-Voltage Terminations/Splices; Special Locations; Crew Leadership. (168 Hours, \$1,503)

Master Electrician

Prepares students to pass the Commonwealth of Massachusetts, Certificate A (Master) Electrician License Exam. (168 Hours, \$1,623)

Plumbing Tier 1

Basic Safety; Construction Math; Hand Tools; Power Tools; Construction Drawings; Basic Rigging; Materials Handling; Safety; Plumbing Drawings; Plastic Pipe and Fittings; Copper Tube and Fittings; Cast-Iron Pipe and Fittings; Carbon Steel Pipe and Fittings; Fixtures; Drain, Waste, and Vent (DWV) Systems. (120 Hours, \$1,054)

Massachusetts Construction Supervisor's License (CSL) Exam

STCC has teamed up with Construction Supervisor Training to offer training for the CSL Exam. (24.5 hours, \$350 + cost of books)

DRONE PILOTING

Professional Drone Flying Training for FAA Certification

This course is comprehensive, hands-on training that gives you all the vital skills and information you need to start piloting Small Unmanned Aircraft Systems sUAS (drones) safely and legally. (18 Hours, \$1,490)

ESL

English as a Second Language ESL Level 1

This is an introductory course that emphasizes the basics in conversation, reading, writing, and vocabulary development. (60 Hours, \$299)

English as a Second Language ESL Level 2

Emphasis is on the further development of reading, listening, comprehension, and speaking skills in English. (54 Hours, \$299)

English as a Second Language ESL Level 3

Students who successfully complete this course will be well prepared to enter the College level, credit courses in English as a Second Language. (54 Hours, \$299)

Conversational English

This class is designed for speakers of other languages to engage and improve their speaking/communication skills. Conversations in classes will be guided by student's interests. (24 Hours, \$229)

FITNESS

Professional Fitness Trainer Certification

This hybrid course is a great way to prepare for the Level 1 Certified Personal Trainer exam. 15 hours online, 15 hours training in a fitness center. (30 Hours, \$749)

FOOD & GARDENING

ServSafe® Preparation & Exam

This course is designed to help food service professionals

master industry standards for cleanliness along with safety requirements for food handling and prep. (8 Hours, \$109)

ServSafe® Recertification Preparation & Exam

Renew your your ServSafe® Food Handling and Sanitation Certificate. (2 Hours, \$79)

HEALTHCARE

STCC also offers one-year certificates of completion and two-year associate degree options. See stcc.edu for details.

CNA I

Enter the healthcare field and prepare for the MA State Board Examination to become a Certified Nurse Aide (CNA) and receive certification in CPR. (104 Hours, \$1,295)

CNA II (formerly CNA Plus)

Includes CNA I plus focus is placed on Home Health Aide training. Students will also learn about family issues, meal preparation, social activities, housekeeping and more. (140 Hours, \$2,395)

CPR - Basic Life Support for Healthcare Providers

The course is intended for certified or noncertified, licensed or non-licensed healthcare professionals. (8 Hours, \$119)

CPR - Basic Life Support Refresher

Refresh your training in the lifesaving skills of both CPR and relief of choking. (3 Hours, \$59)

Dental Radiology Certificate Training

– *The only program west of Boston*

This intensive two-week hybrid (on-line and clinical component) course trains dental assistants in the fundamentals of dental radiography. (12 Hours Online, 12 Hours Clinical, \$289)

AUTHORIZED TESTING CENTER

STCC also offers an Authorized Testing Center to deliver professional, industry, federal, and state certification and licensure exams.

We offer proctoring services and partner with several leading high stakes testing providers: ATI (TEAS exam); Castle; Certiport; Comira; HiSET; ISO-Quality Testing; PAN Testing; PRAXIS; PSI; TOEFL; Pearson VUE; WorkKeys.

Emergency Medical Technician (EMT) Training Program

Student will gain an excellent foundation in Basic Life Support skills and techniques; patient assessment; and safe, sane transportation. (188 Hours, \$1,149)

Heartsaver™ First Aid

Students learn skills to treat bleeding, sprains, broken bones, shock, and other first aid to treat an emergency in the first few minutes until EMS arrives. (4 Hours, \$69)

Medical Interpreting Certificate (in-person)

Program is designed for those preparing for entry-level careers as medical interpreters as well as for working interpreters preparing for the National Board Certificate exam. (60 Hours, \$1,070)

Medical Interpreting Certificate - Spanish or Portuguese (online)

Self-paced, interactive training that prepares students for careers in the growing field of medical interpretation. (16 Hours, \$259)

Phlebotomy Technician

Students learn to perform venipuncture and capillary puncture in order to obtain blood specimens for diagnostic procedures, and is prep for the NHA Certified Phlebotomy Technician (CPT) exam (166+ Hours, \$2,025)

Phlebotomy for the Healthcare Worker

Students currently working in a certified healthcare position learn to perform venipuncture and capillary puncture in order to obtain blood specimens for diagnostic procedures. (60 Hours, \$1,298)

HVAC

STCC also offers one-year certificates of completion and two-year associate degree options. See stcc.edu for details.

MA Oil Burner Code Update Course

Course will cover the new Massachusetts Oil Burner Code (527CMR1) and the Commonwealth's additions and deletions of NFPA1 concerning installation and permitting of oil burner equipment. (8 Hours, \$149)

INFORMATION TECHNOLOGY

STCC also offers one-year certificates of completion and two-year associate degree options. See stcc.edu for details.

Essentials for CWT/CWS Certification

Install and configure access points based on a design document for initial operations and ensure connectivity. Troubleshoot basic problems and assist users in problem resolution. (28 Hours, \$839)

Essentials for Cisco CCENT Certification

Validate the ability to install, operate and troubleshoot a small enterprise branch network, including basic network security. (40 Hours, \$1,195)

Essentials for Comp TIA Network+ Certification

Vendor-neutral certification to recognize and describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. (36 Hours, \$999)

Introduction to Local Area Networks

Students will explore networking fundamentals; to demystify how network transmissions travel from one PC to another over a network, or from one network to another network. (8 Hours, \$199)

PC/Network Technician Certification Program

Prepare for four IT Industry Certifications: the CompTIA A+ Service Technician, Certified Wireless Technology Specialist (CWT/CWS), Microsoft MTA Networking Fundamentals, and MTA Operating Systems Certifications. (168 Hours, \$3,799)

Master PC/Network Technician

Prepare to work in the demanding and exciting field of IT Helpdesk and PC/Network Support. (420 hours, \$5,125)

TCP/IP Networking Essentials

Explore the TCP/IP protocol suite through an understanding of how the OSI model works. (8 Hours, \$199)

Microsoft MTA Networking Fundamentals Certification

Topics include basics of LANs and WANs, the OSI Model, wired and wireless networks, Switches, Routers, VLANs, TCP/IP, and network security. Preps for Microsoft Exam 98-366. (28 Hours, \$839)

Microsoft MTA Windows 10 Certification

Entry-level training for careers in IT, and assumes some hands-on experience or training but does not assume on-the-job experience. Prep for Microsoft exam 98-349. (28 Hours, \$839)

Microsoft MTA Windows Server 2016

This course covers the core concepts and technologies you need to administer a Windows Server environments from 2008 to 2016. Prep for Microsoft exam 98-365. (28 Hours \$839)

Microsoft Office Word 2016 Core

Improve word processing skills, and/or become Microsoft Office Certified. (16 Hours, \$259)

Microsoft Office Excel 2016 Core

Improve basic Excel spreadsheet skills, and/or become Microsoft Office Certified. (16 Hours, \$259)

Microsoft Office PowerPoint 2016 Core

Improve basic PowerPoint skills, and/or become Microsoft Office Certified. (16 Hours, \$259)

Microsoft Office Word 2016 Expert

Attain an advanced understanding of Word in document and content management, and advanced formatting. Prepares students for the MOS Word Expert 2016 Exam (16 Hours, \$259)

Microsoft Office Excel 2016 Expert

Attain an advanced understanding of Excel and the ability to guide others to the proper use of the program's features. Prepares students for the MOS Excel Expert 2016 Exam (16 Hours, \$259)

MANUFACTURING

STCC also offers one-year certificates of completion and two-year associate degree options. See page 15 for details.

2 Axis Lathe – Operator

Students simulate programs using Vericut software and cut parts on CNC lathes using turnkey setups. (24 Hours, \$789)

2 Axis Lathe – Setup Technician

Machine setup is covered for student to performing a first article inspection on the completed part. (24 Hours, \$789)

2 Axis Lathe – Programmer

Students work with a blueprint and complete the entire programming process to verifying the finished part in Vericut simulation software. (24 Hours, \$789)

3 Axis CNC Mill – Operator

Students learn the importance of cycle time, repeatability, tool wear, and optional stops. (24 Hours, \$789)

3 Axis CNC Mill – Setup Technician

Students will cut their first piece and inspect their own work, adjusting offsets as necessary to produce a part within blueprint specifications. (24 Hours, \$789)

3 Axis CNC Mill – Programmer

Students will write programs to face the top of the workpiece, rough mill and finish contours, drill holes, tap threaded holes, and ream precision holes. (24 Hours, \$789)

REAL ESTATE

Preparing for the Real Estate Sales Exam

This course will help you gain the knowledge you need to successfully pass the licensing exam and start your career in real estate sales. (40 Hours, \$399)

WATER TREATMENT

Basic Drinking Water Treatment

Course teaches the general concepts of drinking water treatment operations. Passing this course is a prerequisite for taking the Grade 2 Treatment examination. (42 hours, \$TBD)



LEARN ONLINE

Hundreds of online classes
Dozens of topics

Affordable, Self-Paced, 24-Hour Access

VISIT: stcc.edu/wdc/online education

CALL: (413) 755-4225

Massachusetts Casino Career Training Institute

CASINO OPERATIONS

STCC offers many short non-credit classes as well as 1-year certificate and 2-year associate degree programs to help prepare you for careers in a hotel resort environment.

Completion of these programs **does not guarantee** interviews or employment with MGM Springfield.

Food Safety

- ServSafe Certification
- ServSafe Re-certification

Safety & Security

- OSHA-10 General Safety
- Private Security Training

Recreation/Spa

- Cosmetology
- Personal Trainer

Computers and Networking

- Cisco
- Computer & IT Security
- Computer Systems Engineering Technology
- CompTIA Network+ Certification
- Microsoft Office, Windows, Windows Server
- PC/Network Technician Certification

Business & Marketing

Skilled Trades

High School Equivalency

English Language Learners

Visit stcc.edu/wdc/mccti for class schedules

GAMING SCHOOL

Training and Workforce Options (TWO) a joint venture of Springfield Technical Community College and Holyoke Community College offers a variety of career training options for the casino resort industry,

Classes are currently held Monday-Thursday at 95 State Street, Springfield in:

- Blackjack
- Carnival Games
- Craps
- Mini Baccarat
- Poker
- Roulette

Successful completion of Poker or Blackjack plus Carnival Games **will guarantee an audition for employment** with MGM Springfield.

Visit mccti.org for class schedules



Casino Dealer
Gaming School
Classes Now
Forming!

For training opportunities for jobs at MGM Springfield,

go to mccti.org.



Training for upcoming jobs at MGM Springfield
presented by Training and Workforce Options, a
joint venture of Springfield Technical and Holyoke
Community colleges.

Dual Enrollment for High School Students



Apply for the opportunity to take FREE college courses while you're still in high school!

College Now is a dual enrollment program that allows high school juniors and seniors to apply to enroll in one STCC credit course per semester (full fall and spring semesters only) free of charge. Applications are reviewed on a first come, first served basis. It is not guaranteed that applicants will be registered into a course.

Please note: If a student chooses to register for an additional course during the semester they will be required to pay for that additional course in full.

PROGRAM ELIGIBILITY

In order to be eligible for participation, students must meet the following criteria:

- Junior or senior status in high school
- Minimum high school GPA of 2.0
- Cumulative STCC GPA of 2.0 for any previous College Now courses

HOMESCHOOLED STUDENTS

Homeschooled students are welcome and encouraged to participate. Your application must be signed by your school district superintendent or designated school district official. Additionally you must submit a curriculum approval letter approving your homeschool for the current academic year.

HIGH SCHOOL CLASS CREDITS

STCC also partners with local high schools to offer college-equivalent credit for certain classes taken at the high school level. Check with your guidance counselor to learn about opportunities in your school.

HOW TO APPLY

Complete the College Now Application and choose three course options with your school counselor. A school counselor or designated school official must sign the application.

Students must meet all course prerequisite requirements. A student may be required to take a placement test prior to registering for the course. Students can view prerequisite requirements by viewing the course description from the schedule of classes at stcc.edu/explore/schedules.

Submit your application, along with your high school or home school transcript to the Admissions Office. We are located in the Ira H. Rubenzahl Student Learning Commons (Bldg 19), Room 168. Or send a fax to (413) 755-6344 or email a PDF to collegenow@stcc.edu.

All communications regarding application status will be sent via email to the applicant. Students are responsible for paying for any additional course fees, if applicable.

stcc.edu/apply/collegenow

COLLEGE NOW CREDITS

Credits earned automatically apply to STCC degree programs.

APPLICATION DEADLINES

July 1 - Fall
Dec 1 - Spring

INFORMATION SESSIONS

All sessions are from 4:30pm–5:30pm in the Ira H. Rubenzahl Student Learning Commons (B19), Room 163 (Welcome Desk Entrance)

November 13
December 11
January 22
February 12
March 11
April 8
May 20
June 17

Gateway to College for High School Students

GATEWAY to COLLEGE

Gateway to College is a scholarship program at STCC. It helps students who have faced significant challenges in a traditional high school setting, including those who are not on track to graduate, or have left school for various reasons including homeschooling.

Through our program, students can obtain their high school diploma and earn college credits at the same time. Many of our graduates go on to finish certificate programs, associate degrees, and transfer to four-year colleges and universities.

The Gateway scholarship covers the cost of tuition, books, and fees. In addition, students have an academic counselor dedicated to their success. The counselor guides students through the college experience, coaches them around career exploration, organization and time management, and provides referrals for college and community resources.

PROGRAM ELIGIBILITY

- Students who are residents of Springfield or Agawam.
- Students who are 16 to 20 years of age (must be able to obtain their high school diploma by the age of 21 (or age 22 with an IEP).
- Students who have faced significant challenges in traditional high school for a variety reasons:
 - Behind in high school credits
 - Left high school before obtaining a diploma
 - Attend a school other than a public school for various reasons, including homeschooling
- Students who are able to read at an 8th grade reading level or higher.

PROGRAM EXPECTATIONS

- Good attendance.
- Be on time, be prepared, and complete all class and homework assignments.
- Set aside time for studying daily, and attend tutoring as needed.
- Attend regular meetings with academic advisor and maintain close communication with your professors and the Gateway staff.
- Respectful and responsible behavior.
- Adherence to all STCC policies and procedures.

SPECIAL EDUCATION SERVICES

Gateway to College does not discriminate against students with disabilities. We request that students with an IEP or 504 plan submit copies of the plan with their application.

Together with their families and doctors or other practitioners, students should consider whether the services and accommodations available on a college campus will best serve their needs.

HOW TO APPLY

Step 1: Attend an information session, held online or on Wednesdays at 3:30 p.m. in Garvey Hall (bldg 16), room 299. Visit stcc.edu/gateway to watch our online information session or to view the in-person course schedule.

Step 2: Make an appointment to take the College Placement Test.

Step 3: Complete the Gateway to College application at stcc.edu/gateway.

Step 4: Your application is sent to the Springfield or Agawam school district for approval.

Step 5: Participate in an Individual Interview (by appointment only).

Step 6: Successfully complete Gateway Prep session.

Step 7: Selection Committee review and acceptance.

Once each of these steps is completed satisfactorily, Gateway to College staff will contact applications with a decision.

stcc.edu/gateway

QUESTIONS?

If you have any questions about the program, or the application process, please contact us at (413) 755-4480.

Detailed information and application instructions are available at stcc.edu/gateway.

Gateway to College is a competitive scholarship program funded through the Massachusetts Department of Elementary and Secondary Education (DESE) and the Massachusetts High School Graduation Initiative (MassGrad).

Transfer to a 4-Year College or University

STCC offers students who plan to transfer their associate degree credits to a 4-year college or university easy pathways with significant financial savings.

Students interested in transferring to four-year institutions should plan early to meet requirements at the college they plan to attend. College transfer representatives come to campus to meet with STCC students throughout the year.

Our transfer programs are specifically designed for students who plan to transfer to a 4-year college or university after earning an associate degree at STCC.

stcc.edu/transfer

SPRINGFIELD-AREA JOINT ADMISSIONS PROGRAM

Our joint admissions agreements with **American International College, Bay Path University, Elms College, Springfield College, and Western New England University** guarantees STCC students acceptance into these schools. These agreements also provide scholarships to eligible STCC graduates who transfer to these 4-year institutions.

SMART \$TART

Start your bachelor's degree at STCC and save THOUSANDS of DOLLARS at schools like:

Massachusetts Public Campuses

UMass (Amherst, Boston, Dartmouth, or Lowell)
Bridgewater State University
Fitchburg State University
Framingham State University
Salem State University
Westfield State University
Worcester State University
Massachusetts College of Liberal Arts (MCLA)
Massachusetts College of Art and Design (MassArt)
Massachusetts Maritime Academy

AGREEMENTS WITH OTHER COLLEGES & UNIVERSITIES

Cambridge College
Charter Oak State College
Northeastern University
Southern New Hampshire University (SNHU)
Wentworth Institute of Technology

MASS TRANSFER



Graduate from an approved major at STCC with a minimum cumulative GPA of 2.5 or higher. Participating students are subject to the program requirements in effect at the transfer institution when they enroll at STCC. All MassTransfer programs at STCC incorporate the Gen Ed Foundation (formerly, the MassTransfer Block) as part of their course requirements.

COMMONWEALTH COMMITMENT



The Commonwealth Commitment provides financial incentives to students who begin their higher education at STCC and then transfer to a Massachusetts public campus, including UMass and Westfield State University. Students must maintain continuous, full-time enrollment while maintaining a minimum 3.0 GPA, and are required to complete their associate degree in 2½ years (or less), and then complete their bachelor's degree in 2 additional years (or less). Financial incentives include a freeze in tuition and mandatory fees for the entirety of a student's enrollment period, as well as a 10% refund (of tuition and mandatory fees) at the conclusion of each fall and spring semester.

**Get a bachelor's degree for
as little as \$29,000!**

Academic Calendar/Office Hours/Phone Numbers

OFFICE HOURS FOR ENROLLMENT SERVICES

Admissions Office (413) 755-3333

Building 19, 1st floor

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

Instant Accept Day is Every Day!

No appointment necessary. Just bring your official high school transcript, GED or HiSET scores/transcript.

Registrar's Office (413) 755-4321

Building 19, 1st floor

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

Student Financial Services (413) 755-4214

Building 19, Room 287

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

Academic Advising and Transfer Center (413) 755-4857

Building 19, Room 232

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

CAMPUS PHONE NUMBERS

Adult Learning Center(413) 755-4300
Bookstore(413) 755-4431
Disability Services(413) 755-4785
English Language Learners.....(413) 755-4423
Library.....(413) 755-4845
Parking(413) 755-4238
Student Success Center.....(413) 755-4715
Testing & Assessment Center....(413) 755-4709
Veterans Services.....(413) 755-5343
Workforce Development
Center(413) 755-4225

Spring 2020 ACADEMIC CALENDAR

Monday, January 20	MARTIN LUTHER KING JR DAY/COLLEGE CLOSED.
Tuesday, January 21	Spring and Spring-1 classes begin.
Thursday, January 23	Last Day for students to make changes to their Spring-1 schedule, and drop classes without financial penalty.
Monday, January 27	Last Day for students to make changes to their Spring schedule, and drop classes without financial penalty.
Monday, February 17	PRESIDENTS DAY/COLLEGE CLOSED
Tuesday, February 18	All classes follow a Monday schedule.
Thursday, February 27	Last Day to Withdraw from Spring-1 classes.
Tuesday, March 10	Last Day of Spring-1 classes.
Wednesday, March 11	Spring-2 classes begin.
Friday, March 13	Spring mid-semester grades available on WebAdvisor. Last Day for students to make changes to their Spring-2 schedule, and drop classes without financial penalty.
Monday, March 16- Saturday, March 21	Mid-semester break – no classes.
Monday, March 23	Advising Period for Summer and Fall 2020 Priority Registration Begins.
Tuesday, April 7 – Thursday, April 9	Summer and Fall 2020 Priority Registration.
Friday, April 10	Summer and Fall 2020 registration for incoming students begins.
Monday, April 20	PATRIOTS' DAY/COLLEGE CLOSED
Tuesday, April 21	All classes follow a Monday schedule. Last day to withdraw from Spring classes.
Thursday, April 23	Last day to file a Candidate for Graduation form with Registrar's Office for May 2020 graduation.
Monday, April 27	Last day to withdraw from Spring-2 classes.
Saturday, May 2	Final exams for Saturday classes.
Monday, May 4 – Thursday, May 7	Final exams for Spring evening and online classes.
Wednesday, May 6	Last day of Spring day classes and Spring-2 classes.
Monday, May 11 – Thursday, May 14	Final exams for Spring day classes.
Friday, May 15	Final exam make-up date.
Tuesday, May 19	Final grades available on WebAdvisor.

Academic Programs

Associate Degree Programs & Options (Two years)

Applied Psychology
Architecture & Building Technology
Art
Automotive Technology*
Biology Transfer
Biomedical Equipment Technology
Biomedical Manufacturing Technology
Biotechnology
Building Automation
Building Construction Management
Business**
Business Transfer**
Chemistry Transfer
Civil Construction Management
Civil Engineering Technology
Communication and Digital Media Transfer
Computer & IT Security
Computer Science Transfer
Computer Systems Engineering Technology
Criminal Justice
Criminal Justice Transfer
Dental Hygiene*
Diagnostic Medical Sonography*
Digital Audio Broadcasting
Digital Photography
Early Childhood Education Transfer
Electrical Engineering Technology
Electronic Systems Engineering Technology
Energy Systems Technology
Engineering Transfer
Fire Protection & Safety Technology
General Studies
Graphic Design
Health Information Technology
Health Science
Human Services/Social Work
Interactive Media & Animation Design Technology
Landscape Design & Management Technology
Mathematics Transfer
Mechanical Engineering Technology
Medical Assistant*
Medical Coding & Billing Specialist
Medical Laboratory Technician*
Medical Office Administrative Assistant
Nursing*
Occupational Therapy Assistant*
Office Administrative Assistant Professional
Optics & Photonics
Physical Therapist Assistant*
Physics Transfer
Programmer
Radiologic Technology*
Respiratory Care*
Surgical Technology*
Teacher Education Transfer – Elementary
Teacher Education Transfer – Secondary
Technical Engineering Transfer
TV Production Technology
Urban Studies
Web & Advertising Design

Certificate Programs (One year)

Architectural Design
Automotive Technology*
Biotechnology
Building Construction Management
CAD/CAM
Child Development Associate Plus
Civil Construction Management
Civil Engineering Technology
Clerical Office Assistant
CNC Operations
Computer & IT Security
Computer Systems Engineering Technology
Cosmetology*
Criminal Justice
Dental Assistant*
Diagnostic Computed Tomography
Digital Photography
Digital Publishing
Electrical/Robotics Technology
Electronic Systems Technology
Fire Science Technology
Heating/Ventilation/Air Conditioning*
Internet of Things
Landscape Design & Management Technology
Medical Assistant*
Medical Coding & Billing Specialist
Medical Office Administrative Assistant
Microcomputer Specialist
Multimedia Technology
Optics & Photonics
Programmer
TV Production Technology

* Programs begin only in September; others available in both September and January.

** Online option available.

ENROLL IN A DEGREE OR CERTIFICATE PROGRAM

WHY?

- You will become eligible to apply for financial aid
- You will be a student with an easy-to-follow curriculum
- Your graduation eligibility will be monitored by the College

HOW:

1. Complete a STCC Application for Admission online at stcc.edu/apply, or in person.
2. Submit all required documentation (high school transcripts or GED or HiSET, college transcripts, SAT scores for some programs)
3. Follow the directions that will be mailed to you in your acceptance packet

Not all degree programs or certificates offer evening/weekend courses. For more information, please call the Admissions Office at (413) 755-3333.

Flex Terms

Complete TWO courses in the time it takes to finish one traditional course! At seven weeks, the terms are half as long as the traditional 14-week semester.

Students enrolled in the shortened terms also have the option of completing a two-course sequence within a single term. For example, they can complete Accounting 1 and Accounting 2 over the course of the two Flex Terms.

Benefits:

Complete coursework by focusing on fewer courses at a time;

Complete a two-course sequence within a single term;

More effectively increase credit load in a given term.

View class schedules and descriptions at stcc.edu/flexterms

FINANCIAL AID

Why wait until the fall semester to get started at STCC? Students are eligible for financial aid for Spring-1 or Spring-2 starts, just as if you enroll for the traditional Spring semester. This gives extra flexibility to those who can't start classes in January, but can in March. Call the Admissions Office at (413) 755-3333 to discuss your options.

Spring-1 Flex Term (January 21–March 10)

ACC-101	Accounting 1
ACC-102	Accounting 2
BIO-115	Nutrition
BIO-231	Anatomy & Physiology 1
BUS-222	Business Decision Tools
ECE-101	Introduction to Early Childhood
ECE-110	Child/Growth and Development
ENG-101	English Composition 1
FYE-101	First Year Experience
HIS-110	Survey of U.S. History and Government
MAT-087	Algebra 1
MAT-115	Statistics
MGT-101	Principles of Management
MGT-230	Business Ethics
MKT-101	Principles of Marketing
OIT-100	Basic Keyboarding Skills
OIT-140	Career Preparation/Soft Skills

ADMISSIONS & ENROLLMENT

Students new to STCC may choose to delay enrollment until the start of the Spring-2 Flex Term. Call the Admissions Office at (413) 755-3333 to discuss your options.

Current or returning STCC students should call the Registrar's Office at (413) 755-4321 to discuss questions or options.

IMPORTANT DATES

January 21	Spring-1 Classes Begin
January 23	Spring-1 Add/Drop Ends
February 27	Last Day to Withdraw from Spring-1 Classes
March 10	Spring-1 Classes End
March 11	Spring-2 Classes Begin
March 13	Spring-2 Add/Drop Ends
April 27	Last Day to Withdraw from Spring-2 Classes
May 6	Spring-2 Classes End

Spring-2 Flex Term (March 11–May 6)

ACC-101	Accounting 1
ACC-102	Accounting 2
BIO-115	Nutrition
BIO-232	Anatomy & Physiology 2
CRJ-101	Introduction to Criminal Justice
CRJ-150	Procedural Law
ECE-101	Introduction to Early Childhood
ECE-150	Curriculum for Early Childhood Educ 1
ENG-101	English Composition 1
ENG-102	English Composition 2
ENG-105	Fundamentals of Oral Communication
FYE-101	First Year Experience
HIS-111	Survey of Modern U.S. History
MAT-097	Algebra 2
MAT-115	Statistics
MAT-124	Technical Math 1
MGT-101	Principles of Management
MKT-101	Principles of Marketing
MKT-260	Consumer Behavior
OIT-100	Basic Keyboarding Skills
OIT-200	Keyboard Skillbuilding
PSC-102	State and Municipal Government
SOC-101	Introduction to Sociology

Manufacturing Degrees, Certificates, and Training Options

As the only technical community college in Massachusetts, STCC is proud to offer a wide variety of engineering and technology programs that directly support advanced manufacturers in our region.

These programs prepare you for in-demand jobs in laser materials processing, automation & control, electro-mechanical systems, fiber optics, precision manufacturing, metrology, aerospace & defense, 3D printing, medical device fabrication, nanotechnology, and many others.

STCC offers the only degree-granting Optics and Photonics technology program in New England.

Degrees & Certificates of Completion

Biomedical Equipment Technology
Biomedical Manufacturing Technology
CAD/CAM
Civil Construction Management
Civil Engineering Technology
CNC Operations
Computer Systems Engineering Technology
Electrical Engineering Technology
Electrical/Robotics Technology
Electronic Systems Engineering Technology
Electronic Systems Technology
Internet of Things
Mechanical Engineering Technology
Optics and Photonics

THE LABS

The Smith & Wesson Technology Applications Center at the STCC Technology Park is host to STCC's Mechanical Engineering Technology (MET) Labs. The MET Labs feature 15 Haas mills and lathes, 2 CNC routers, 2 Mitutoyo Coordinate Measuring Machines (CMM), and 80 lab computers for students. The faculty-to-student ratio is 18:1.

Other labs on campus feature a MakerBot 3D printer and a suite of laser marking/etching/cutting systems.



Mastercam

3D SOLIDWORKS

HIGH SCHOOL DUAL ENROLLMENT

Are you a junior or senior in high school, and interested in a fun hands-on career? Many local employers are struggling to fill high-paying jobs in manufacturing. Get a Smart Start on your career before you graduate high school! See page 8 for more information.

WESTERN MASSACHUSETTS CHAPTER OF THE NATIONAL TOOLING AND MACHINING ASSOCIATION (WMNTMA)

The WMNTMA Learn and Earn Internship Program gives student interns work during traditional semesters and during the summer, putting in 10 to 15 hours or more per week based on their schedules and employers' requirements. Student interns must complete 150 internship hours to receive academic credits, but may choose to complete a non-credit internship. Employers are required to pay interns. Learn more at wmntma.org.

WORKFORCE DEVELOPMENT

STCC'S Workforce Development Center offers a variety of **Advanced Manufacturing training opportunities**, including hands-on workshops where you'll learn to operate and program a 2 Axis Lathe, a 3 Axis CNC Mill, and a 5 Axis CNC Mill. We also offer certifications for Snap-On Tools. Please visit stcc.edu/wdc/advanced-manufacturing for schedules.

TWO - TRAINING AND WORKFORCE OPTIONS FOR EMPLOYERS

STCC's Workforce Development Center partners with **TWO** to deliver custom assembler training for **CRRC MA Corp**, a Springfield manufacturer of train cars. Students who complete assembler training are offered job interviews with CRRC and other local manufacturers.

The experts at TWO can create a custom-designed program, that fits the training needs of your organization. TWO can provide employee assessments, skills training, and professional development that will make a measurable difference in your bottom line.

TWO is certified Workforce Training Fund (WTF) vendor. For a free consultation, contact Tracye Whitfield, Director of Manufacturing & Corporate Training, at (413) 755-4103 or twhitfield@stcc.edu.



Registration Information

This catalog is published as a convenient source of information for students.

Information in this catalog, including tuition, fees, and insurance requirements, is subject to change without notice.

REGISTRATION OPTIONS Now through the first day of classes.

ONLINE: stcc.edu

If you have not requested a WebAdvisor PIN, follow the instructions below and receive your PIN within 24-48 hours.

WebAdvisor is an online service for students. Students use WebAdvisor to view grades, class schedules, and financial information; online transactions for students include course registration, schedule changes, bill payment, and address changes.

How to Open a WebAdvisor Account and Request a PIN

1. Go to stcc.edu
2. Choose WebAdvisor from the eTools menu
3. Click on Setup a WebAdvisor Account
4. Complete the online application for a WebAdvisor account
5. Your username and password will be sent to you by email

Note: Make sure that your email account is not blocking outside messages, or that your email box is not full, or that there is not some other reason that our email to you cannot get through.

WALK-IN: Registrar's Office

Building 19, 1st Floor

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

PHONE: (413) 755-4321

Have all course information ready when you call.

WEBADVISOR - HELP LINE

If you run into any technical problems on the WebAdvisor system, please visit stcc.edu/webadvisor for assistance. If you need further assistance, please send an email describing the problem to the WebAdvisor Help Line (webadvisor@stcc.edu) – you will receive a response within one business day.

ACADEMIC ADVISING

Academic Advising is available in the Academic Advising and Transfer Center, Building 19, Room 232. Monday-

HOW TO REGISTER ONLINE

- 1 Go to: **stcc.edu**
- 2 Choose: **WebAdvisor** from the **eTools** menu
- 3 Click On: The **Click Here to access WebAdvisor** link
- 4 Click On: **Log In**
- 5 Enter your username (in lowercase) and password – click on **Submit**
- 6 Click On: **Students**
- 7 Click On: **Register for Sections**
- 8 Choose: **Express Registration**
- 9 For each course in which you want to register, enter the following information:
 - **Subject:** Use the drop-down menu in the **Subject** column to choose the course subject (for example, ENG)
 - **Course Number:** Type in the number of the course (for example, 100) in the **Course #** column
 - **Section Number:** Type in the Section information (for example, D01) in the **Section #** column. (Every section includes a letter and two numbers.)
 - **Term:** Use the drop-down menu in the **Term** column to choose either 2020 Spring, 2020 Spring 1, or 2020 Spring 2.
- 10 After you've entered the information for every course, click Submit.
- 11 On the next screen, you will see a list of your "preferred sections" based on your course section criteria. **To finalize registration**, use the drop-down **Action** menu to select "RG – Register" (to register for a class) or "RM – Remove from List" (to remove a class from your list of preferred sections). When done, click Submit.
- 12 The next screen will indicate the status of each course. Successful registrations will be noted with a status of **Registered**. If a class is full, or if you do not meet the prerequisite(s) for a course, this will be noted at the top of this screen.

Thursday 7:30am–7:00pm, Friday 7:30am–5:00pm. To schedule an appointment, call (413) 755-4857 or email advisor@stcc.edu. You can also chat with an advisor – Click on **chatNOW!** at stcc.edu/contact.

HEALTH HOLDS OR CASH HOLDS

If you are a returning student and have outstanding financial obligations to the College, or if you have not satisfied the immunization records requirement for some departments, you will be blocked from registering online. If you see a message indicating that a health record and/or cash hold has been placed on your account, contact the appropriate office. Once the hold has been removed, you will be able to register for classes.

Health Record hold: Health and Wellness Center, Building 19, Room 177, (413) 755-4230

Cash hold: Student Financial Services, Bldg. 19, Room 287, (413) 755-4214

Registration Information

PREREQUISITE REQUIREMENTS

Occasionally students are prevented from registering for certain courses because they have not met the specified prerequisite(s) for the course. (These are listed at the end of each course description.) Prerequisites help to ensure that you are ready for the challenge of the course material and the assignments. Students are responsible for ensuring they have met the prerequisites for registered courses.

If you receive a message indicating that you do not meet the course prerequisite(s), you may wish to choose a different course. Or, please call us if you have already taken the prerequisite course(s) at another college.

CLOSED CLASSES

Register for your classes as soon as possible so you'll minimize the chance of being unable to create the schedule that you need because of full class enrollments. If you encounter a full class, you may wish to check its enrollment at a later date, in case space should become available.

CHANGE OR CANCELLATION OF A COURSE

Classes which do not have 17 or more registered students may be canceled. If the College cancels a course, all tuition payments and fees pertaining to the canceled course will be refunded.

The last day for students to make a change in Spring course selections is Monday, January 27, 2020. Flex Term deadlines vary. The College reserves the right to change classes, times, and instructors, and to cancel classes or create new class sections. Every attempt will be made to provide students with the schedule they selected during registration; however, the final schedule may reflect changes required by the College.

WITHDRAWAL

Failure to attend class does not constitute a withdrawal.

A withdrawal form must be completed when a student voluntarily withdraws from a course. The final date to withdraw is as follows:

2020 Spring: April 21
2020 Spring 1: February 27
2020 Spring 2: April 27

Individual faculty have the right to withdraw students who fail to comply with their attendance policies. Alternatively, the Registrar of the College may administratively withdraw students for excessive absences if, at midterm of a fall or

spring semester, a failing midterm grade is reported and the faculty member also reports that the student has not attended classes since the end of the fifth week of the semester.

AUDITING POLICY

1. Students must apply at the Registrar's Office and declare an intention to audit within the prescribed registration period. All decisions regarding the election of a course for audit or credit must be finalized by the end of the Add/Drop period.
2. Students must pay all established charges for the course.

NEW ENGLAND REGIONAL STUDENT PROGRAM TUITION BREAK

Live in a New England state that's not Massachusetts? Save thousands of dollars when you enroll in an approved major or program.

Call the STCC Admissions Office at (413) 755-3333 with any questions or visit stcc.edu/tuition-break.

Connecticut Residents

The following STCC associate degree programs are approved through the Tuition Break program. All STCC certificate of completion programs are also approved.

Architecture and Building Technology
Automation and Robotics
Automotive Technology
Biomedical Equipment Technology
Biomedical Manufacturing Technology
Building Construction Management
Civil Construction Management
Computer Systems Engineering Technology
Digital Audio Broadcasting
Electronic Engineering Technology
Energy Systems Technology
Engineering and Science Transfer
Interactive Media and Animated Design
Mechanical Engineering Technology Transfer
Optics and Photonics Technology
Respiratory Care
TV Production Technology

Proximity Eligibility

You may also qualify when STCC is closer to your home than the in-state college offering the same program. Additional degree programs may be approved for residents of Granby, Enfield, Somers, Stafford, Suffield, and residents of other towns for whom STCC is geographically closer than Capital or Manchester community colleges (where Asnuntuck does not offer a competing program).

Paying for College

SPRING 2020 TUITION AND FEES (IN-STATE DAY, EVENING, WEEKEND, ONLINE)

Tuition, fees, and insurance requirements are subject to change without notice.

No. credits	Tuition	General Education Fee	Capital Improve. Fee	Info. Tech Fee	Student Services Fee	Student Health Insurance	Total with Insurance	Total without Insurance
1	25.00	157.00	31.00	75.00	33.00	N/A	N/A	321.00
2	50.00	314.00	62.00	75.00	33.00	N/A	N/A	534.00
3	75.00	471.00	93.00	75.00	33.00	N/A	N/A	747.00
4	100.00	628.00	124.00	75.00	33.00	N/A	N/A	960.00
5	125.00	785.00	155.00	75.00	33.00	N/A	N/A	1,173.00
6	150.00	942.00	186.00	75.00	33.00	N/A	N/A	1,386.00
7	175.00	1,099.00	217.00	75.00	33.00	N/A	N/A	1,599.00
8	200.00	1,256.00	248.00	75.00	33.00	N/A	N/A	1,812.00
9	225.00	1,413.00	279.00	75.00	33.00	1,595.00	3,620.00	2,025.00
10	250.00	1,570.00	310.00	75.00	33.00	1,595.00	3,833.00	2,238.00
11	275.00	1,727.00	341.00	75.00	33.00	1,595.00	4,046.00	2,451.00
12	300.00	1,884.00	372.00	75.00	33.00	1,595.00	4,259.00	2,664.00
13	325.00	2,041.00	403.00	75.00	33.00	1,595.00	4,472.00	2,877.00
14	350.00	2,198.00	434.00	75.00	33.00	1,595.00	4,685.00	3,090.00
15	375.00	2,355.00	465.00	75.00	33.00	1,595.00	4,898.00	3,303.00
16	400.00	2,512.00	496.00	75.00	33.00	1,595.00	5,111.00	3,516.00
17	425.00	2,669.00	527.00	75.00	33.00	1,595.00	5,324.00	3,729.00
18	450.00	2,826.00	558.00	75.00	33.00	1,595.00	5,537.00	3,942.00
19	475.00	2,983.00	589.00	75.00	33.00	1,595.00	5,750.00	4,155.00
20	500.00	3,140.00	620.00	75.00	33.00	1,595.00	5,963.00	4,368.00

- Student Health Insurance is required for all on-campus students enrolled in 9 or more credits and in a certificate, diploma or degree-granting program.
- All Allied Health, Nursing, SMC, HIT Internship, and PSY-260 students will be billed an additional liability insurance fee.
- Allied Health and Nursing Programs fee – \$600
- Health Sciences course fee (HSC-110, HSC-150, SMC-125, SMC-151, SMC-161, and SMC-175) – \$225
- PSY-260 Field Practicum course fee – \$200

PAYMENT

Student Financial Services uses a paperless billing system. **All students are expected to view their bill online via the STCCNet Portal.** An email will be sent to student e-mail accounts on a regular basis as a reminder to view their bill. Payment for the Spring 2020 Semester is due by December 4, 2019. Payment for students registering for courses after December 4, 2019 is due at the time of registration.

Students must make an “STCC Acceptable Payment Arrangement” by the billing due date or their schedule is subject to deletion at any time. Students who register after the billing due date must make an “STCC Acceptable Payment Arrangement” at the time of registration or their schedule is subject to deletion at any time.

For more information, visit stcc.edu/pay-for-college.

Important Payment Information

Students paying for tuition, fees, and related charges by credit/debit card are assessed a non-refundable 2.4% service fee. In order to better serve our students, STCC accepts Visa, MasterCard, Discover, American Express, and e-check payments. Please note that the service fee is subject to change at any time. Students may pay with cash, check, money order, and e-check without any service fee.

MONTHLY PAYMENT PLAN

Assisting our students in meeting financial obligations is one of our top priorities. STCC provides a monthly payment plan through Nelnet Business Solutions. Students can enroll in this interest-free plan by logging into their STCCNet account and clicking on “Payment Plan”. All payment plan down payments are taken immediately, and remaining monthly payments will be automatically withdrawn from the student’s account. There is a \$35.00 non-refundable enrollment fee that is charged each semester to enroll in the plan. If a credit/debit card is used, a 2.5% non-refundable service fee will be assessed in addition to the enrollment fee. Students must have a credit card or bank account to enroll in the plan.

REFUND POLICY

- Withdrawal during the first week of classes: **100%**
- Withdrawal during the second or third week of classes: **50%** (Tuition, Capital Improvement Fee, and General Education Fee only)
- Withdrawal after the third week of classes: **NO REFUNDS**

Paying for College

FINANCIAL AID

Financial Aid is available. Please complete the 2019-2020 FAFSA at www.fafsa.ed.gov. For assistance with filing your FAFSA, please contact us to schedule an appointment.

Student Financial Services • Building 19, Room 287
(413) 755-4214 or sfs@stcc.edu

Monday–Thursday 7:30am - 7:00pm
Friday 7:30am - 5:00pm

stcc.edu/pay-for-college/financial-aid/

STCC's Federal School Code is 005549

We encourage you to complete the financial aid process as soon as possible so you can be awarded prior to the start of the Spring semester.

To be eligible you must:

- Have a high school diploma or GED
- Be enrolled and accepted into a degree or eligible certificate program
- Be a U.S citizen or eligible non-citizen
- Be in good academic standing making satisfactory progress toward your degree
- Certify that you are not in default on a federal student loan or owe money on a federal grant
- Register with Selective Service, if required

Student Financial Services evaluates the cost of attending STCC (tuition, fees, books, supplies, transportation, and other general living expenses). Aid is determined by your EFC (Expected Family Contribution) which is calculated based on the FAFSA, as well as the availability of funds at the college. Some students may only be eligible for loans.

Notification

If you are eligible for financial aid you will be directed to the STCCNet Portal to view your Financial Aid Award Letter indicating the type and amount of financial aid offered. Awards are based on full-time enrollment (12 or more credits). If you are enrolled for fewer than 12 credits, your award(s) will be adjusted when your enrollment status is certified by the Registrar's Office (after the end of add/drop). Be sure to check your STCC email account for regular updates from Student Financial Services as some of our communications will be sent to you exclusively through this method (including Bookstore Voucher notifications).

Financial Aid Withdrawal Policy

If you withdraw from the college or unofficially stop attending your classes, you **may not** be eligible for all of the aid awarded. Federal law specifies that the school must

determine how much aid you earned up to the time you stopped attending classes. If you received more aid than you earned, the excess funds must be returned and may result in an outstanding tuition bill. While attendance is not mandatory, non-completion of courses may impact any financial aid received.

TUITION WAIVER

Students may be eligible for a waiver of tuition based on their status as a veteran, senior citizen, or an employee of the Commonwealth of Massachusetts. Veterans should contact the Veterans' Office at (413) 755-5343 to inquire about their eligibility. Employees of the Commonwealth should contact their Human Resources Office and bring applicable paperwork to Student Financial Services.

- Students must provide all required documentation.
- All fees are the responsibility of the student.
- Tuition waiver for veterans applies only to credit courses.

TUITION REMISSION

The following criteria apply to students who are eligible for a tuition remission for Spring 2020 classes based on their status as an employee of the Commonwealth of Massachusetts.

50% tuition remission:

- Students must provide all documentation to Student Financial Services.
- The remaining 50% of tuition and all fees are the responsibility of the student.

100% tuition remission:

- Students must provide all documentation to Student Financial Services.
- All fees are the responsibility of the student.

For further information or clarification, contact your Human Resources Office.

STUDENT HEALTH INSURANCE

The Commonwealth of Massachusetts requires all students enrolled in at least nine credits per semester to have health insurance. Therefore, all students enrolled in at least 9 credits for the Spring Semester will be charged \$1,595 for the Massachusetts Community College Student Health Insurance Plan. If a student has comparable insurance coverage, they can waive the \$1,595 charge by logging into STCCNet Portal, clicking on "Health Insurance Waiver," creating an account with Gallagher Student and completing the waiver form. **The deadline to waive the insurance charge is the same as your billing due date.**

College Services

ADULT BASIC EDUCATION/HISET SERVICES

STCC offers free classes for adults from basic literacy to High School Equivalency Test (HiSET) preparation (previously known as the GED test) and English for Speakers of Other Languages (ESOL). These classes are held on and off campus during day and evening hours. The classes focus on preparing students for careers in addition to entering community college and vocational certificate programs.

The Springfield Adult Learning Center (SALC) at STCC is a unique partnership among Hampden County organizations including Holyoke Community College (HCC), Springfield Technical Community College (STCC), and the Springfield Housing Authority (SHA). The services are funded through generous grants by the Department of Elementary and Secondary Education (DESE) and the Community Mitigation Grant.

The Springfield Adult Learning Center provides a range of classes and services including:

- Basic literacy
- Preparation for the High School Equivalency Test (HiSET)
- English for Speakers of Other Languages (ESOL)
- Computer literacy classes
- Career exploration
- Workforce readiness skills

Registering for Classes

All applications for adult basic education including HiSET prep begin with a visit to the STCC Adult Education Center located in Building 27. The Center is a centralized walk-in information, support, and referral resource for use by members of the community who would like to obtain a High School Equivalency diploma, improve their English speaking and listening skills, or further their education. The Center is open Monday-Friday 8:00am–4:00pm.

All applicants for free ESOL classes start with a visit to the Bilingual Services office in Building 19, Room 268. Staff will provide and assist with the application process. The Bilingual Services office is open Monday-Friday 8:00am–4:30pm.

For more information on services contact the Adult Education Center at (413) 755-4300 or visit stcc.edu/adulteducationcenter.

THE CENTER FOR ACCESS SERVICES (CAS)

The Center for Access Services (CAS) provides extensive non-academic support to help students in need overcome barriers that may be impacting their ability to stay in school. CAS works closely with on-campus services and community based organizations to assist students in applying for federal and state financial resources, housing assistance, food assistance, and more. CAS is dedicated to enhancing college affordability and promoting self-sufficiency for every STCC student. Building 17, Room 118, Monday–Friday, 8am–4pm, (413) 755-5761.

CHILD DAYCARE CENTER

Located in Building 14, Armory Square Child Care Inc. is a private, non-profit child day care serving the children of STCC students, faculty, staff, and the public. Licensed to accommodate up to 40 children ages two-years-nine months to five-years, the center offers full- and part-time programs, year round. Scholarships are available for the children of STCC students. Vouchers from the New England Farm Workers Council are accepted. The center is accredited by the National Association of Education for the Young Child. For detailed information, contact the Armory Square Child Care at (413) 737-3455 or childcare@stcc.edu.

COMPUTER USAGE/PRINTING ON CAMPUS

Students need to log-in to computers using their individual user name and password. This username and password is the same as your STCCNet username and password. If you're a new student, this login information will be mailed to you. If you are a returning student, you will need to log into STCCNet and may be prompted to reset your password. Once the password is reset, the computer login information and STCCNet login information will be the same. If you do not know your username and password, email helpdesk@stcc.edu using your STCC email account or call (413) 755-4016.

When printing on campus, students will log into a computer using their username and password. You will select one of the "Follow Me" printers listed in printer options. The prints will be released into a secure print queue and can be printed from any student print station on campus. Access your print jobs by swiping your RamCard or by keying in your username and password. Once complete, click "log out" on the release station.

College Services

DISABILITY SERVICES

Any full or part-time day, evening, or online student with a documented disability may be eligible for services from the Office of Disability Services (ODS). The process for registering with ODS as well as documentation guidelines and verification forms are available at: stcc.edu/resources/academic-support/ods.

Documentation can be dropped-off or mailed to the Office of Disability Services and should be done prior to requesting services. Students will meet with an accommodations specialist PRIOR to the start of each semester in which they plan to enroll to review submitted documentation and formulate an accommodation plan. Contact the office at (413) 755-4785 to schedule an appointment. The offices are located in Building 19, Room 141.

FOOD SERVICE

Nadim's@STCC, the cafe in Scibelli Hall (B2) is open Monday through Friday, 8 a.m. - 2 p.m.

The menu includes; standard fare and specialty items, including fattoush salad, chicken kabobs, soups of the day, and homemade hummus. New items will be added to the menu as the semester progresses.

Nadim's @STCC Grab and Go Kiosk in the Ira H. Rubenzahl Student Learning Commons (B19) is open Monday through Friday, 9a.m. - 1 p.m. and has freshly prepared and packaged items to go, such as sandwiches, wraps salads and beverages.

LIBRARY

The STCC Library is located on the second and third floors of Building 19. Library hours are Monday–Thursday, 7:30am–7:00pm; Friday 7:30am–5:00pm; and Saturday, 10:00am–2:00pm when classes are in session during the fall or spring semesters. During semester breaks, the hours are Monday–Friday 8:00am–4:00pm. Summer hours vary.

Current Ram Cards are required for most library services. For more information call (413) 755-4532 or visit the library's website at <http://libguides.stcc.edu/LibraryHome>.

Follow us on Twitter @stcclibrary, and on Facebook at facebook.com/stcclibrary.

RAMCARD

The RamCard is your official identification while at STCC and must be carried by students at all times. More than an ID, it is also your library card and provides access to the STCC Fitness Center and many other services on campus. In addition, the RamCard is used to pay for books at the STCC Bookstore if you are awarded a book voucher. The RamCard is also integrated with STCC's print management program. Students can utilize their print credits by swiping their RamCard at any of the printing stations on campus.

RamCards can be obtained in Student Financial Services in Building 19, Room 287. A state issued photo ID such as a driver's license or passport must be presented at the time your RamCard is issued. Students must be registered in order to obtain a RamCard. Please note that it takes approximately one hour for the registration system to relay student information to the RamCard database, so students will become eligible to have their RamCard picture taken approximately one hour after they register.

Student Financial Services is open Monday-Thursday 7:30am–7:00pm and Friday 7:30am–5:00pm.

ENGLISH LANGUAGE LEARNER (ELL) SERVICES

The English Language Learner (ELL) office at STCC serves students for whom English is a second language. Staff provides individual assessments and assists prospective and current students in enrolling in the appropriate STCC classes to improve their language skills. The ELL Services staff guides students during these initial steps prior to enrollment:

- **Assessment:** All applicants work with the ELL Services staff to schedule an English assessment that gauges applicant's current English skills and educational goals.
- **Class Enrollment:** ELL Services staff reviews assessment scores and assists student in applying to the college or enrolling in credit or non-credit classes.
- **Financial Information:** Students are provided with general information and assistance with filling out the FAFSA or other financial aid
- **Support Service Information:** ELL Services staff provide students with information about STCC and referrals to other community educational and support services.

Location: Building 19, Room 268

Phone: (413) 755-4063

Hours: Monday-Friday, 8:30am-4:30pm

FITNESS CENTER

The Fitness Center, located in Building 2, is open to all current STCC students and employees. Hours are Monday-Friday, 6am-5pm. A valid RamCard is required.

College Services

TESTING SERVICES

The Testing and Assessment Center is located in Building 19, Room 238. Tests available to the general public include:

- **HiSET**
- **GED**
- **CLEP** (College-Level Examination Program)

Tests restricted to STCC students include:

- **Placement Tests** - for incoming students, to gather information needed to advise and schedule appropriate courses for each student. Tests include: Write Placer • Math • Reading • Typing/Keyboarding
- **Challenge Exams** - for STCC students currently registered in degree or certificate programs only. Credits toward graduation can be earned on a pass/fail basis.

For more information concerning testing services, visit stcc.edu/testing or call (413) 755-4709.

TUTORING SERVICES

The Student Success Center provides FREE tutoring services for most subjects, Monday–Thursday from 7:30am–7:00pm, and Fridays from 7:30am–5:00pm. Appointment and walk-in services are available. If the subject you need help with is not listed, let us know. We will work with faculty to get a tutor for that subject.

24/7 FREE online tutoring is available through NetTutor. Go to: stcc-sp.link-systems.com and log-in with your WebAdvisor username and password.

To watch a how-to use NetTutor video go to: www.youtube.com/watch?v=Vq6J84Sv2ro

For more information, please call (413) 755-4715 or stop in the Student Success Center in Building 19, 2nd floor next to the Library.

VETERANS SERVICES

The STCC Veteran Affairs Office is dedicated to assisting veterans, service members, and their dependents with federal and state military educational benefits, referrals to organizations for assistance with employment, mental health, and housing. STCC VA services provide the tools and resources needed to ensure student success. The Office of STCC Veterans Affairs is located in Building 19, Room 135. Office hours are 8:00 am– 4:00 pm, Monday–Friday. The office phone number is (413) 755-5343 and email is agmurchison@stcc.edu. For further information pertaining to veterans benefits please visit www.gibill.va.gov.

TEXTBOOKS

Textbooks are available in the STCC Bookstore, located on the first floor of Building 19.

Spring Bookstore hours

Week of January 13–17	
Monday - Thursday	8:00am - 7:00pm
Friday	8:00am - 4:00pm

Week of January 20–25	
Monday	Closed: MLK Day
Tuesday - Thursday	8:00am - 7:00pm
Friday	8:00am - 4:00pm
Saturday	9:00am - 3:00pm

Monday, January 27	8:00am - 7:00pm
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January 28: Normal business hours resume	
Monday – Friday	8:00am – 4:00pm

Refund Policy

(a) Textbooks in resalable condition may be refunded with receipt within seven (7) calendar days from the start of classes or within two (2) days of purchase thereafter, including summer term.

(b) Textbooks purchased during the last week of classes or during exams fall under last date for returns and/or the 2 day returns policy or may be sold back under the buyback policy also must have a receipt.

(c) Computer software may be returned if it is unopened and still shrink-wrapped with a receipt.

(d) Electronic devices may not be returned.

(e) In addition, upon proof of drop/add, the Bookstore will accept textbook returns from students who have dropped a course up to thirty (30) days from the start of classes or until the end of the official drop/add period, whichever comes first with a receipt and in text/items in resalable condition.

PHI THETA KAPPA HONOR SOCIETY

All students are eligible to join the Phi Theta Kappa International Honor Society of the Two-Year College if they complete 18 graduation credits with a Quality Point Average of at least 3.5. Students who meet these requirements will be contacted by the President of Alpha Psi Sigma, STCC's Phi Theta Kappa Chapter.

College Services

PARKING AND TRANSPORTATION

The STCC Parking Office is located in Building 19, Room 269. Students may contact the Parking Office at parking@stcc.edu or (413) 755-4238.

For detailed information about parking and transportation services at STCC, please visit stcc.edu/parking.

General Information

Students may apply for EITHER a bus pass or register for parking. A student may not receive both. Students who are not carpooling OR senior citizens must register online for either parking or a bus pass by visiting stcc.edu/parking. Bus passes will be sent to students via postal mail.

Students will only be allowed to complete the parking or bus pass application process if their student financial account is up-to-date.

Parking is only valid for one semester. Students may park in any available lot. Decals will no longer be issued. Beginning Spring 2020, each lot will be equipped with a license plate reader. If your plate is not on file with the parking office, you will be ticketed. Bus Passes are only valid for 1 semester. Students must reapply for reactivation of a bus pass, or register for parking each semester.

Student Parking Lots

Day Classes: Monday through Friday students must park in an exterior student parking lot from 7:00 a.m. until 3:00 p.m. All students must have their vehicle registered with the parking office.

To apply for parking, please visit the STCC Parking website at stcc.edu/parking.

Exterior student parking lots are located as follows:

Lot 1: Located at the corner of Federal and Pearl Streets across from campus.

Lot 2: Located on Pearl St. across from campus.

Lot 3: Located at the corner of Walnut and Union Streets.

Lot 5: Located on Taylor Street.

A map showing all parking lot locations can be found at stcc.edu/parking.

Evening Classes: Beginning at 3:00 p.m. students may park on campus. If campus parking is full, Lot 2 on Pearl St. is open for all vehicles until 10:00 p.m. No decal is needed for any evening parking in Lot 2.

Register your vehicle at stcc.edu/parking. If your plate is not on file you are subject to ticketing,

Weekends: Students may park on campus on weekends without a permit.

Shuttle Service: STCC provides shuttle service Monday through Friday during the regular semester only. Lots 3 and 5 from are serviced between 7:15 a.m. until 5:00 p.m. each day. There is evening shuttle service to Lot 2 from 5:00 p.m. until 10:00 p.m. Monday through Thursday. There is no shuttle service to Lot 1 at any time. All STCC shuttles pick up and drop off at one location on campus. This shuttle stop is in front of Building 16/Garvey Hall at the front of campus.

If Your Car Gets Locked Inside a Lot: Any student whose vehicle becomes locked in any student parking lot in the evenings may board the evening shuttle bus and request to be taken to their lot. The shuttle driver will allow you access to the lot to remove your vehicle.

Tow Policy: Vehicles that have received 3 or more parking tickets for any violations in one semester, whether they are paid or not, are subject to being towed at the owner's expense. This policy is strictly enforced.

Free PVTA Bus Passes

Students may apply online at stcc.edu/parking for one free PVTA bus pass. Students are only given one free bus pass per semester. Any bus pass replacement will cost the student \$45.00.

Academic Information

PLACEMENT ASSESSMENTS

All incoming students matriculating in degree, certificate, or certificate of completion programs will complete the entrance assessment before registering for classes. If the results reveal a need for a stronger foundation in vital academic skills, students will be directed to appropriate developmental courses and support services. Students whose reviews indicate a need to further develop skills in reading, writing, mathematics, or keyboard skills must complete appropriate developmental courses designated to prepare students to succeed in college-level programs. Completion of developmental coursework may extend the time required to complete a degree or certificate program.

Exemptions may apply to:

- Students with a 2.7 cumulative high school GPA who have graduated from high school within the past ten years to place directly into a college-level, credit-bearing English course
- Students with a 2.7 cumulative high school GPA who have graduated from high school within the past three years to place directly into a college-level, credit-bearing mathematics course.
- Students transferring equivalent college-level coursework into STCC from an accredited post-secondary institution; course transfer requires a grade of "C-" or better.
- Students who wish to transfer Accuplacer scores from another institution (scores must be two years old or less) should have them submitted to the Testing and Assessment Center in a sealed envelope.
- Students with mathematics, English writing, reading or keyboard skills examination scores on STCC Entrance Assessments which are two years old or less.
- Students who have completed coursework in English, reading, and mathematics at STCC, with a grade level of C- or better.

Students who feel that their placement assessment results do not accurately reflect their skill level in a particular area (reading writing, math and/or keyboarding) may request a retest. Students must wait at least five (5) calendar days before retesting, to allow ample time for students to prepare for the retest. Only one retest per subject area will be allowed. The College will consider a student's highest placement result (whether the original result or the retest result) when determining the student's placement level.

For more information, call the Testing and Assessment Center office at (413) 755-4657.

REPEATING COURSES

A course may be attempted a maximum of three times unless department guidelines stipulate a lesser number. All grades will appear on the transcript, but only the last grade will be used in calculating the quality point average (QPA).

MAY 2020 GRADUATION

The deadline for submitting the Candidate for Graduation form for degree or certificate of completion programs for May 2020 graduation is April 23, 2020. Forms are available in the Registrar's Office and on STCCNet under Academics: Registrar's Office.

POLICY ON GRADE OF INCOMPLETE

The grade of incomplete (I) indicates that a major requirement of the course has not been completed. The following policy shall apply to incompletes:

- An "I" (incomplete) is a temporary grade assigned to students who fail to complete the requirements of a course. The grade of "I" is to be assigned only to the few students who have valid, approved reasons for their inability to complete the course work. An "I" is not to be assigned to a potential failure.
- An "I" (incomplete) will change to "F" (failure) four weeks after the beginning of the next regular semester.
- Fall semester students who receive the grade of "I" will have until October 6, 2020 to complete course requirements and, based on those results, petition a grade change from the original instructor. It is the student's responsibility to make arrangements with the original instructor to complete course requirements.

DEAN'S LIST

To recognize excellence in academic performance, a Dean's List is published each fall and spring semester and is noted on the official transcript. Matriculated students carrying 12 or more college-level credits and a 3.3 GPA within a semester will be awarded Dean's List status provided that no grade is less than a "C" (2.0) or an incomplete grade during that semester. In addition, Dean's List status will be awarded to matriculated students who have earned a combined total of 12 or more college-level credits with a 3.3 GPA over the previous two consecutive semesters provided that no grade is less than a "C" (2.0) or an incomplete grade in the two semesters being evaluated. Students awarded Dean's List based on the evaluation of two consecutive semesters will be awarded Dean's List only in one of the two consecutive semesters. Summer and Winter semester coursework is not used in the calculation of Dean's List.

Courses Offered After 4pm and on Weekends

MONDAY EVENING

ABT-155	E61	Architectural Design 2: Design Process 3D
ACC-102	E61	Accounting 2
CMP-106	E60	Computer Basics: Concepts & Applications
CRJ-120	E61	Criminology
CRJ-150	E61	Procedural Law
DRG-091	E61	Reading Level 1
ECE-101	E61	Introduction to Early Childhood (7-week Session 1)
ECN-101	E61	Intro to Macroeconomics
ECN-102	E61	Intro to Microeconomics
EET-135	E61	Programmable Logic Controller 1
ENG-101	E61	English Composition 1
ENG-104	E61	Technical Report Writing
EST-100	E61	Theory of Controls
EST-203	E61	HVAC Electrical Applications
FST-210	E10	Fire Protection Hydraulics & Water Supply
MAT-087	E62	Algebra 1
MAT-115	E61	Statistics
MAT-125	E61	Technical Math 2
MAT-126	E75	Mathematical Reasoning
MET-232	E61	Cam Applications 2
MET-240	E61	Manufacturing: Planning and Control
MET-267	E61	Advanced Engineering Applications
MGT-101	E62	Principles of Management
PHL-101	E61	Introduction to Philosophy
PSY-101	E61	General Psychology
PSY-210	E61	Lifespan Human Growth and Development
SOC-101	E61	Introduction to Sociology
SPN-102	E61	Elementary Spanish 2

MONDAY/TUESDAY/WEDNESDAY EVENING

SMC-161	E30	Sterile Processing Technician
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MONDAY/WEDNESDAY EVENING

BIO-104	E61	Human Biology 1
BIO-105	E61	Human Biology 2
BIO-232	E61	Anatomy & Physiology 2
BIO-232	E63	Anatomy & Physiology 2
BIO-235	E60	Microbiology
CHM-101	E51	Survey of Chemistry 1
CHM-111	E51	General Chemistry 1
PHY-231	E51	Classical Physics 1

MONDAY/WEDNESDAY/THURSDAY EVENING

BIO-101	E61	Principles of Biology 1
SMC-125	E30	EMT Basic

MONDAY/THURSDAY EVENING

GAT-174	E61	Airbrushing Techniques 1
MAT-132	E61	Calculus 2

TUESDAY EVENING

CET-220	E61	Construction Management
CMP-106	E61	Computer Basics: Concepts & Applications
CRJ-220	E62	Law Enforcement Management and Planning
DWT-099	E62	Review for College Writing
ECE-101	E62	Introduction to Early Childhood (7-week Session 2)
ECE-110	E62	Child/Growth and Development (7-week Session 1)
ECE-220	E62	Early Childhood Practicum 1

ECE-221	E62	Early Childhood Practicum 2
EET-255	E61	Advanced Topics in Elect. Engineering
ENG-101	E62	English Composition 1
ENG-102	E62	English Composition 2
EST-101	E61	Combustion Control Circuits
EST-207	E61	Bldg Management Systems
FIN-101	E61	Introduction to Finance
FST-140	E10	Fire Officership
FYE-101	D06	First Year Experience
HIS-111	E62	Survey of Modern U.S. History
MAT-078	E61	Pre-Algebra
MAT-087	E63	Algebra 1
MAT-087	E64	Algebra 1
MAT-097	E61	Algebra 2
MET-150	E61	Fundamentals of CNC
MET-224	E61	Statics and Strength of Materials
SOC-102	E62	Intro to Social Work

TUESDAY/WEDNESDAY EVENING

CET-120	E61	Construction Estimating
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TUESDAY/THURSDAY EVENING

ABT-135	E61	Architectural CAD 2
ART-102	E62	Basic Drawing
BIO-101	E62	Principles of Biology 1
BIO-231	E62	Anatomy & Physiology 1
BIO-235	E62	Microbiology
CHM-112	E51	General Chemistry 2

WEDNESDAY EVENING

BIO-114	E61	Biochemistry
CRJ-201	E63	Criminal Law 2
CSO-105	E61	Cisco Introduction to Networks
DWT-099	E63	Review for College Writing
EET-111	E61	Basic Electricity 2
EET-240	E61	Robotics and Automated Systems
ENG-101	E63	English Composition 1
ENG-102	E63	English Composition 2
EST-102	E61	Energy Systems Lab 1
EST-205	E61	Adv Heating System Design
FST-120	E10	Principles of Fire Administration of Fire Departments
FYE-101	E63	First Year Experience
MAT-078	E63	Pre-Algebra
MAT-087	E65	Algebra 1
MET-120	E61	Metrology & Geometrics
MET-151	E61	CNC Applications
MET-261	E61	Solid Modeling for Mechanical Design
MKT-101	E61	Principles of Marketing
PSY-101	E60	General Psychology
SOC-101	E63	Introduction to Sociology

THURSDAY EVENING

CRJ-130	E64	Criminal Evidence
DRG-092	E64	Reading Level 2
ECE-150	E64	Curriculum for Early Childhood Education 1 (7-week Session 2)
ELE-111	E61	Internet of Things (IOT)
ENG-105	E64	Fundamentals of Oral Communication
EST-103	E61	Energy Systems Lab 2

Courses Offered After 4pm and on Weekends

EST-201	E61	Fund of Air Conditioning
FST-130	E10	Fire Protection Systems
FST-221	E10	Advanced Fire Investigation
FYE-101	D07	First Year Experience
HIS-121	E64	History of Witchcraft and Superstition
MAT-097	E60	Algebra 2
MAT-115	E62	Statistics
MAT-124	E61	Technical Math 1
MET-141	E61	Materials Science
MET-160	E61	Engineering Graphics With Solid Works
PHL-120	E64	Critical Thinking
PSY-101	E64	General Psychology
PSY-210	E64	Lifespan Human Growth and Development
PSY-230	E64	Principles of Normal/Abnormal Behavior
SPN-121	E64	Conversational Spanish-Medical Personnel

SATURDAY MORNING

BIO-115	E65	Nutrition
BIO-232	E64	Anatomy & Physiology 2
PSY-101	E65	General Psychology

Online Courses

ARE ONLINE COURSES FOR YOU?

Online classes might be a good option for you if you possess the majority of these characteristics:

- Have access to a reliable computer and the internet.
- Know how to use the computer (send/receive email and use basic word processing functions).
- Are motivated and self-disciplined.
- Are comfortable interacting with classmates in an online environment (email and online discussion).
- Can commit approximately 8–10 hours a week to this course including on/off line work.
- Can check email and access the course at least twice a week to complete assignments.

HOW ONLINE COURSES WORK

- STCC's online classes are delivered over the internet. Blackboard Learn, the course management system, is used to facilitate course materials.
- You may email the professor with questions
- It is recommended that you take the STCC math placement exam before registering for the math courses. Please see page 8.

Note: You must register for the course with the Registrar's Office (or on WebAdvisor) prior to entering the course site.

TECHNICAL REQUIREMENTS

If you are enrolled in an online course at STCC, you will need to have a computer with a reliable Internet access to log into Blackboard Learn. We strongly recommend against using smartphones and tablets. Blackboard Learn is accessible from any computer connected to the internet – PC or Mac. We strongly recommend a Web browser such as Firefox (preferred) or Google Chrome. If you don't have either one of these browsers, you can download them at no charge from the web. The following are the only supported browsers:

Firefox 48+	Chrome 49+
Edge 20+	Safari 9+ (Mac OS only)

For more information about the system requirements, please visit stcc.edu/online or email online@stcc.edu.

IMPORTANT DATES

Orientation Sessions for Online Courses are optional, but highly recommended if you are not familiar with online learning or Blackboard.

Only one session is necessary and registration is required. To register, go to stcc.edu/explore/online-learning/blackboard-student-orientations

In-Person Orientation

Saturday, January 11th / 10:00AM / Bldg 19 Room 213

Monday, January 13th / 10:00AM / Bldg 19 Room 213

Wednesday, January 15th / 1:00PM / Bldg 19 Room 213

Tuesday, January 21st / 10:00AM / Bldg 19 Room 213

Tuesday, January 21st / 5:00PM / Bldg 19 Room 213

Thursday, January 23rd / 10:00AM / Bldg 19 Room 213

Thursday, January 23rd / 2:00PM / Bldg 19 Room 213

Online Orientation

Open Enrollment 1/6/20 through 1/23/20

Spring semester begins on **Tuesday, January 21**. You must login to Blackboard no later than **Saturday, January 25** or you may be dropped from the course. Last day to withdraw from an online course is:

Spring 1: Thursday, February 27th

Spring: Tuesday, April 21st

Spring 2: Monday, April 27th

Individual help is available in the Online Learning Office located in Garvey Hall (Bldg 16), Room 329, Monday–Friday, 10:00am–3:00pm.

To access your courses, visit Blackboard, the college's learning management system, at stcc.blackboard.com. **Login using your WebAdvisor username and your student ID# (all 7 digits) as your password.**

Online Courses

FREQUENTLY ASKED QUESTIONS

Do I have to be logged-on at a certain time?

No, our online courses are conducted “asynchronously.” You can access our classes whenever it is convenient for you. You choose when, where and how often you visit your class during each week. Some faculty will be hosting online discussion sessions each week at a specified time. You are encouraged to attend these sessions and participate in the class discussion.

Do I need to purchase a textbook?

Most online courses require a textbook. Some require an access code. Textbooks and access codes can be purchased through the STCC bookstore.

Do I need to purchase any software?

As a general rule our courses are designed to run with most browsers. Some courses require the use of word processing or spreadsheet software for submission of assignments.

Will this course satisfy requirements the same way that an on-site class will?

Yes, the material is presented differently but the online courses cover the same content as the on-site classes. The credits received are the same as the on-campus course.

Is it appropriate to exchange ideas with other students?

Yes, we highly recommend that our students work together. This will enrich your online classroom experience and give you an opportunity to meet your classmates.

Can I contact my professor?

Yes, you can contact your professor directly by email or through the discussion meeting. The majority of our faculty respond to their email within 48 hours; many faculty respond within 12-24 hours.

Are the College services/resources available to me?

Yes, as an STCC College student, you are entitled to make use of our resources and student services. Some of these services and resources can be utilized only if you are located in the STCC geographic area.

The following courses are offered online. To enroll in any of these courses, you must have access to the internet and an email address. The email address of the instructor is listed for each course. Course descriptions begin on page 51.

ACCOUNTING

ACC-101	ACCOUNTING 1
E80	APGervais@stcc.edu
E80	TBD 7-week Session 1
E82	TBD 7-week Session 2

ACC-102	ACCOUNTING 2
E80	APGervais@stcc.edu
E80	TBD 7-week Session 1
E81	TBD 7-week Session 2

ACC-106	FINANCIAL ACCOUNTING
E80	rbelemjian@stcc.edu

ACC-260	MANAGERIAL ACCOUNTING
E80	rbelemjian@stcc.edu

ANTHROPOLOGY

SOC-105	INTRODUCTION TO ANTHROPOLOGY
E81	GADefillipo@stcc.edu

ARTS

ART-121	ART HISTORY: RENAISSANCE TO MODERN
E80	FMRiddle@stcc.edu

BIOLOGICAL SCIENCE

BIO-101	PRINCIPLES OF BIOLOGY 1
D80	bhpoe@stcc.edu
E80	MNash@stcc.edu

BIO-101L	LAB: PRINCIPLES OF BIOLOGY 1
D80	bhpoe@stcc.edu
E80	MNash@stcc.edu

BIO-109	FORENSIC BIOLOGY
D80	MStrzempko@stcc.edu

BIO-114	BIOCHEMISTRY
D80	LRapp@stcc.edu

BIO-115	NUTRITION
E80	LRapp@stcc.edu 7-week Session 1
E81	MNash@stcc.edu 7-week Session 2
E83	MNash@stcc.edu

BIO-141	FUNDAMENTALS OF ENVIRONMENTAL BIOLOGY
E81	SLTrueman@stcc.edu

BIO-141L	LAB: FUNDAMENTALS OF ENVIRONMENTAL BIOLOGY
E81	SLTrueman@stcc.edu

BIO-231	ANATOMY & PHYSIOLOGY 1
E81	KJEtienne-Modeste@stcc.edu

Online Courses

BIO-232 D80 D81	ANATOMY & PHYSIOLOGY 2 bhpo@stcc.edu bhpo@stcc.edu
BIO-232 E80	ANATOMY & PHYSIOLOGY 2 bhpo@stcc.edu w/Tuesday evening lab

BUSINESS ADMINISTRATION

BUS-105 D81	INTRODUCTION TO PERSONAL FINANCE ARondinelli@stcc.edu
BUS-222 D81	BUSINESS DECISION TOOLS cusick@stcc.edu 7-week Session 1
FIN-101 D81	INTRODUCTION TO FINANCE rbelemjian@stcc.edu
LAW-214 E81	BUSINESS LAW ESSENTIALS SJScibelli@stcc.edu

CIVIL ENGINEERING TECHNOLOGY

CET-150L D80	LAB: ADVANCED CAD FOR CONSTRUCTION CDeSellier@stcc.edu
CET-250L D80	LAB: GEOGRAPHIC INFORMATION SYSTEMS CDeSellier@stcc.edu

COLLEGE SUCCESS

FYE-101 E80	FIRST YEAR EXPERIENCE JELerner@stcc.edu 7-week Session 2
E80	KSKraus@stcc.edu 7-week Session 1
E80	TBD
E81	TBD

COMPUTER INFORMATION TECHNOLOGY

CIT-115 E80	PYTHON PROGRAMMING BLCandido@stcc.edu
CIT-115L E80	LAB: PYTHON PROGRAMMING BLCandido@stcc.edu
CIT-141L D80	LAB: WEB AUTHORIZING 2 kshemesh@stcc.edu
CIT-201 D01	DATABASE SYSTEMS AND SECURITY kshemesh@stcc.edu
CIT-215L D80	LAB: JAVA PROGRAMMING BLCandido@stcc.edu
CMP-106 E81	COMPUTER BASICS: CONCEPTS & APPLICATIONS BMcCarthy@stcc.edu

COMPUTER SYSTEMS ENGINEERING TECHNOLOGY

CSE-220 D80	COMPUTER AND NETWORK SECURITY AJCollins@stcc.edu
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CRIMINAL JUSTICE

CRJ-101 E80	INTRODUCTION TO CRIMINAL JUSTICE JEAbel@stcc.edu 7-week Session 2
CRJ-110 D80	POLICING SADupuis@stcc.edu
CRJ-120 E80	CRIMINOLOGY SADupuis@stcc.edu
CRJ-150 E80	PROCEDURAL LAW TBD 7-week Session 2
CRJ-210 D80	CRIMINAL INVESTIGATION SADupuis@stcc.edu
CRJ-215 E80	INTRODUCTION TO CORRECTIONS TBD

ECONOMICS

ECN-101 E80	INTRO TO MACROECONOMICS MMagala@stcc.edu
E81	SIReine@stcc.edu
D80	MMagala@stcc.edu

EDUCATION

ECE-160 E80	DYNAMICS OF CHILDHOOD BEHAVIOR BJPead@stcc.edu
ECE-170 D80	INFANT AND TODDLER CARE adalenta@stcc.edu
ECE-260 E80	ADMIN OF EARLY CHILDHOOD PROGRAMS MChiarizio@stcc.edu

ENGLISH

DRG-091 E80	READING LEVEL 1 KARoyall@stcc.edu
DRG-092 D81	READING LEVEL 2 KEPerry@stcc.edu
DWT-099 E80	REVIEW FOR COLLEGE WRITING JAWNewman@stcc.edu
ENG-101 E80	ENGLISH COMPOSITION 1 dlindner@stcc.edu 7-week Session 1
E80	JACrosier@stcc.edu
E80	JJStefaniak@stcc.edu 7-week Session 2
E81	ELeonard@stcc.edu
E84	PJongbloed@stcc.edu
E87	JJStefaniak@stcc.edu
D80	JACrosier@stcc.edu
ENG-102 D81	ENGLISH COMPOSITION 2 PJongbloed@stcc.edu
E80	PJongbloed@stcc.edu 7-week Session 2
E82	mcook@stcc.edu
E83	mcook@stcc.edu
E86	dlindner@stcc.edu
ENG-104 E80	TECHNICAL REPORT WRITING MSias@stcc.edu
ENG-211 D80	AMERICAN LITERATURE: 1860 - PRESENT JACrosier@stcc.edu

Online Courses

ENG-228 THE CITY IN LITERATURE
D80 PJongbloed@stcc.edu

ENG-251 SATIRE IN FILM AND LITERATURE
D80 Djemerson@stcc.edu

HEALTH & FITNESS

IND-115 HEALTH AND WELLNESS
D80 CFuller@stcc.edu

HEALTH INFORMATION TECHNOLOGY

**HIT-206 PREPARATION FOR THE
CERTIFIED CODING ASSISTING EXAM**
E80 TMckethan@stcc.edu

HIT-255 LAW AND ETHICS IN HEALTHCARE
E80 LGCorcoran@stcc.edu

**HIT-260 INTRO TO TO REVENUE CYCLE
MANAGEMENT REIMBURSEMENT**
E80 LPiquette@stcc.edu

HIT-269 RHIT EXAM PREP
D80 TMckethan@stcc.edu

HISTORY

HIS-110 SURVEY OF U.S. HISTORY AND GOVERNMENT
E80 JDiffley@stcc.edu 7-week Session 1

HIS-111 SURVEY OF MODERN U.S. HISTORY
E80 JAGuillory@stcc.edu 7-week Session 2

MANAGEMENT

MGT-101 PRINCIPLES OF MANAGEMENT
D84 GOlsted@stcc.edu
E80 TBD 7-week Session 1
E81 TBD 7-week Session 2

MGT-230 BUSINESS ETHICS
D80 CRAwater@stcc.edu 7-week Session 1

MARKETING

MKT-101 PRINCIPLES OF MARKETING
D81 dsabato@stcc.edu
E80 TBD 7-week Session 1
E81 TBD 7-week Session 2

MKT-230 RETAILING AND RETAIL MANAGEMENT
D80 GOlsted@stcc.edu

MKT-260 CONSUMER BEHAVIOR
E81 TBD 7-week Session 2

MATHEMATICS

MAT-078 PRE-ALGEBRA
E84 NMBedinelli@stcc.edu

MAT-087 ALGEBRA 1
E80 ZHaddad@stcc.edu
E81 DSnyder@stcc.edu
E85 AFSimao@stcc.edu

MAT-097 ALGEBRA 2
E81 julikin@stcc.edu
E84 VHill@stcc.edu
E86 VHill@stcc.edu

MAT-100 CONTEMPORARY MATHEMATICAL APPLICATIONS
E80 AFSimao@stcc.edu

MAT-115 STATISTICS
E80 JMMagnier@stcc.edu
E83 DSnyder@stcc.edu
E84 NMBedinelli@stcc.edu

MAT-122 APPLIED MATHEMATICS 1
E80 DBedinelli@stcc.edu

MAT-124 TECHNICAL MATH 1
E80 Brewer@stcc.edu
E80 Brewer@stcc.edu 7-week Session 2

MAT-125 TECHNICAL MATH 2
E80 Brewer@stcc.edu

MAT-127 CALCULUS FOR BUSINESS, LIFE & SOCIAL SCIENCE 1
E80 JMMagnier@stcc.edu

MAT-220 DISCRETE STRUCTURES
E80 JMMagnier@stcc.edu

MAT-255 DIFFERENTIAL EQUATIONS
E81 DBedinelli@stcc.edu

MEDICAL ASSISTING

MED-100 MEDICAL TERMINOLOGY 1
E80 showell@stcc.edu

MUSIC

MUS-101 MUSIC APPRECIATION 1
E80 Levarts@stcc.edu

MUS-120 HISTORY OF MUSIC
E80 Levarts@stcc.edu

MUS-122 HISTORY OF ROCK
E80 Levarts@stcc.edu

PHILOSOPHY

PHL-110 WORLD RELIGIONS
E80 LMeccouri@stcc.edu
E81 LMeccouri@stcc.edu

PHL-120 CRITICAL THINKING
E80 TVShea@stcc.edu

PHL-220 ETHICS IN CRIMINAL JUSTICE
E80 JDiffley@stcc.edu

PHL-255 ETHICS IN SOCIAL WORK AND HUMAN SERVICES
D80 SAMclntyre@stcc.edu

PHYSICS

PHY-221 PHYSICS 1
E80 ZHaddad@stcc.edu w/ Monday evening lab

Online Courses

PSYCHOLOGY

PSY-101	GENERAL PSYCHOLOGY
E81	Nrice@stcc.edu
E82	Nrice@stcc.edu
E84	LMPeters@stcc.edu
E85	LMPeters@stcc.edu
PSY-210	LIFESPAN HUMAN GROWTH AND DEVELOPMENT
E80	taprzybylowicz@stcc.edu
E81	Nrice@stcc.edu
PSY-215	THEORIES OF PERSONALITY
E80	Nrice@stcc.edu
PSY-220	ADOLESCENT PSYCHOLOGY
E80	tramos@stcc.edu
PSY-225	COGNITIVE PSYCHOLOGY: LEARNING & MEMORY
E80	tramos@stcc.edu
PSY-230	PRINCIPLES OF NORMAL/ABNORMAL BEHAVIOR
E81	Nrice@stcc.edu
PSY-240	INTRO TO FORENSIC PSYCHOLOGY
E80	BGTirado@stcc.edu

SIGN LANGUAGE

ASL-101	AMERICAN SIGN LANGUAGE 1
E80	TKing@stcc.edu
ASL-102	AMERICAN SIGN LANGUAGE 2
E80	TKing@stcc.edu

SOCIOLOGY

SOC-101	INTRODUCTION TO SOCIOLOGY
D80	JLCarreiro@stcc.edu
E81	Vigorita@stcc.edu
E83	GADefillipo@stcc.edu
SOC-210	RACE AND SOCIETY
D80	JLCarreiro@stcc.edu

SPANISH

SPN-210	PROFESSIONAL WRITING IN SPANISH
E80	MNorbis@stcc.edu

Credit Course Schedule

COURSES IN THIS BROCHURE

There are many more day courses offered at STCC than are listed in this brochure, particularly in the areas of health sciences and engineering technologies. Generally these are restricted to students who are progressing toward a degree in that department, and require previous courses as prerequisites.

For a listing of the entire Springfield Technical Community College curriculum, visit stcc.edu/explore/descriptions. For more information, please contact the Admissions Office at (413) 755-3333.

KEY TO COURSE LISTINGS

course number and title

"L" indicates a Lab

class meeting day(s)

hybrid class*

PROG-412L NETWORKS 1		3 credits
D01	T/Th	8:00pm - 9:15pm
D02	Hybrid/T	11:00am - 12:15pm
E61	M	5:45pm - 8:45pm
E80	Online	

section number

online class

class meeting time

*Hybrid means that the course is a cross between an online course and a traditional course. There are fewer face-to-face meetings and work is submitted online through Blackboard (online course delivery system). For example, a course which traditionally meets 2 or 3 times per week will meet 1 or 2 times per week and the balance of the work is submitted online. Computer requirements are listed on the Online Education page. If a student is concerned about computer access they need not worry. Computers are available on campus and assistance is available in the library. Hybrid courses have the same credit, prerequisites and course outlines as a face-to-face course. The advantage for many students is that there is more flexibility with a hybrid course.

ACCOUNTING

ACC-101	ACCOUNTING 1	4 CREDITS
D02	M/W	9:05 AM-9:55 AM
D02	T/TH	9:30 AM-10:45 AM
D03	M/W	10:10 AM-11:00 AM
D03	T/TH	11:00 AM-12:15 PM
E80	Online	7-week Session 1
E80	Online	
E82	Online	7-week Session 2
ACC-102	ACCOUNTING 2	4 CREDITS
D01	T/TH	9:30 AM-10:45 AM
E61	M	5:45 PM-9:30 PM
E80	Online	7-week Session 1
E80	Online	
E81	Online	7-week Session 2
ACC-106	FINANCIAL ACCOUNTING	4 CREDITS
D01	M/W	9:05 AM-9:55 AM
D01	T/TH	9:30 AM-10:45 AM
E80	Online	
ACC-230	COMPUTERIZED ACCOUNTING	3 CREDITS
D01	W	4:45 PM-7:45 PM
ACC-260	MANAGERIAL ACCOUNTING	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM
E80	Online	

ANTHROPOLOGY

SOC-105	INTRODUCTION TO ANTHROPOLOGY	3 CREDITS
E81	Online	

ARCHITECTURE & BUILDING TECHNOLOGY

ABT-125	ARCHITECTURAL CAD	2 CREDITS
D01	M/W	1:35 PM-2:25 PM
ABT-125L	LAB: ARCHITECTURAL CAD	1 CREDIT
D01	M/W	2:30 PM-4:00 PM
ABT-135	ARCHITECTURAL CAD 2	2 credits
D01	M/W	9:05 AM-9:55 AM
D02	T/TH	8:00 AM-8:50 AM
E61	T	5:30 PM-7:10 PM
D01	M/W	10:10 AM-11:30 AM
ABT-135L	LAB: ARCHITECTURAL CAD 2	1 CREDIT
D02	T/TH	8:55 AM-10:30 AM
E61	TH	7:15 PM-9:45 PM
ABT-150	ARCH DESIGN 1: DESIGN PROCESS 2D	2 CREDITS
D01	M/W	8:00 AM-8:50 AM

Credit Course Schedule

ABT-150L	LAB: ARCHITECTURAL DESIGN 1: DESIGN PROCESS 2D	2 CREDITS
D01	M/W	9:00 AM-11:30 AM

ABT-155	ARCHITECTURAL DESIGN 2: DESIGN PROCESS 3D	2 CREDITS
D01	T/TH	8:30 AM-9:20 AM
D02	M/W	1:35 PM-2:25 PM
E61	M	6:00 PM-7:10 PM

ABT-155L	LAB: ARCHITECTURAL DESIGN 2: DESIGN PROCESS 3D	1 CREDIT
D01	T/TH	9:30 AM-10:45 AM
D02	T	2:00 PM-4:30 PM
E61	M	7:15 PM-9:45 PM

ABT-255	ARCHITECTURAL DESIGN 4: PORTFOLIO CAPSTONE PROJECT	2 CREDITS
D01	M/W	2:30 PM-3:20 PM

ABT-255L	LAB: ARCHITECTURAL DESIGN 4: PORTFOLIO/ CAPSTONE PROJECT	2 CREDITS
D01	M/W	3:30 PM-5:55 PM

ARTS

ART-101	INTRO TO ART: BASIC DESIGN	2 CREDITS
D01	T/TH	8:30 AM-9:20 AM

ART-101L	LAB: INTRO TO ART: BASIC DESIGN	1 CREDIT
D01	T/TH	9:30 AM-10:45 AM

ART-102	BASIC DRAWING	2 CREDITS
D01	M/W	1:35 PM-2:25 PM
E62	T/TH	6:10 PM-7:05 PM

ART-102L	LAB: BASIC DRAWING	1 CREDIT
D01	M/W	2:30 PM-3:45 PM
E62	T/TH	7:15 PM-8:35 PM

ART-103	BASIC DESIGN 2	2 CREDITS
D01	M/W	10:10 AM-11:00 AM

ART-103L	LAB: BASIC DESIGN 2	1 CREDIT
D01	M/W	11:01 AM-12:16 PM

ART-104	DRAWING COMPOSITION	2 CREDITS
D01	M/W	8:00 AM-8:50 AM

ART-104L	LAB: DRAWING COMPOSITION	1 CREDIT
D01	M/W	8:51 AM-10:06 AM

ART-121	ART HISTORY: RENAISSANCE TO MODERN	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM
E80	Online	

ART-123	ART AND CULTURE	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

ART-124	THE CREATIVE ART OF STRUCTURES	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

ART-140	PRINTMAKING 1	2 CREDITS
D01	M/W	10:10 AM-11:00 AM

ART-140L	LAB: PRINTMAKING 1	1 CREDIT
D01	M/W	11:01 AM-12:16 PM

ART-150	INTRODUCTION TO PHOTOGRAPHY	2 CREDITS
D01	T/TH	8:30 AM-9:20 AM
D02	T/TH	11:00 AM-11:50 AM

ART-150L	LAB: INTRODUCTION TO PHOTOGRAPHY	1 CREDIT
D01	T/TH	9:30 AM-10:45 AM
D02	T/TH	12:00 PM-1:15 PM

ART-160	EXPERIMENTAL COMPUTER IMAGING I	3 CREDITS
D01	M/W	1:35 PM-2:40 PM

ART-160L	LAB: EXPERIMENTAL COMPUTER IMAGING I	1 CREDIT
D01	M/W	2:40 PM-3:50 PM

ART-205	3D DESIGN	2 CREDITS
D01	T/TH	8:30 AM-9:20 AM

ART-205L	LAB: 3D DESIGN	1 CREDIT
D01	T/TH	9:30 AM-10:45 AM

ART-206	FIGURE DRAWING	2 CREDITS
D01	M/W	11:30 AM-12:20 PM

ART-206L	LAB: FIGURE DRAWING	1 CREDIT
D01	M/W	12:30 PM-1:45 PM

ART-230L	LAB: PAINTING 2	1 CREDIT
D01	M/W	8:51 AM-10:06 AM

ART-240	PRINTMAKING 2	2 CREDITS
D01	T/TH	10:30 AM-11:20 AM

ART-240L	LAB: PRINTMAKING 2	1 CREDIT
D01	T/TH	11:30 AM-12:45 PM

BIOLOGICAL SCIENCE

BIO-101	PRINCIPLES OF BIOLOGY 1	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D03	T/TH	12:30 PM-1:45 PM
D07	M/W/F	11:15 AM-12:05 PM
D09	T/TH	9:30 AM-10:45 AM
D11	M/W/F	10:10 AM-11:00 AM
D80	Online	
D80		
E61	M	6:00 PM-9:00 PM
E62	TH	6:00 PM-9:00 PM
E80	Online	

Credit Course Schedule

BIO-101L	LAB: PRINCIPLES OF BIOLOGY 1	1 CREDIT
D01	T	8:00 AM-9:40 AM
D02	F	1:35 PM-3:15 PM
D03	T	2:40 PM-4:20 PM
D07	M	1:35 PM-3:15 PM
D09	T	11:00 AM-12:40 PM
D11	T	10:00 AM-11:40 AM
D80	Online	
D80		
D80		
E61	W	6:00 PM-8:00 PM
E62	T	6:00 PM-8:00 PM
E80	Online	
E80		

BIO-103	NATURAL SCIENCE FOR EARLY CHILDHOOD EDUCATION	4 CREDITS
D01	M	1:35 PM-5:05 PM

BIO-104	HUMAN BIOLOGY 1	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM
BIO-104	Human Biology 1	3 credits
E61	W	6:00 PM-9:00 PM

BIO-104L	LAB: HUMAN BIOLOGY 1	1 CREDIT
D01	T	2:10 PM-3:50 PM
E61	M	6:00 PM-8:00 PM

BIO-105	HUMAN BIOLOGY 2	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
E61	M	5:30 PM-8:30 PM

BIO-105L	LAB: HUMAN BIOLOGY 2	1 CREDIT
D01	TH	11:00 AM-12:40 PM
E61	W	5:30 PM-7:30 PM

BIO-107	WORLD FOOD HABITS AND SUSTAINABILITY	3 CREDITS
D01	M/W	1:30 PM-2:45 PM

BIO-107L	LAB: WORLD FOOD HABITS AND SUSTAINABILITY	1 CREDIT
D01	M	3:00 PM-4:40 PM

BIO-109	FORENSIC BIOLOGY	3 CREDITS
D80	Online	

BIO-109L	LAB: FORENSIC BIOLOGY	1 CREDIT
D01	TH	8:30 AM-10:10 AM

BIO-112	THE BIOLOGY OF HYDROPONICS	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

BIO-113	GENERAL BOTANY	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM

BIO-113L	LAB: GENERAL BOTANY	1 CREDIT
D01	TH	12:30 PM-3:00 PM

BIO-114	BIOCHEMISTRY	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM
D80	Online	
E61	W	5:30 PM-8:30 PM

BIO-115	NUTRITION	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
D02	M/W/F	11:15 AM-12:05 PM
E65	S	9:00 AM-12:00 PM
E80	Online	7-week Session 1
E81	Online	7-week Session 2
E83	Online	

BIO-120	BASICS OF ANATOMY AND PHYSIOLOGY	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM

BIO-120L	LAB: BASICS OF ANATOMY AND PHYSIOLOGY	1 CREDIT
D01	W	1:35 PM-3:15 PM

BIO-141	FUNDAMENTALS OF ENVIRONMENTAL BIOLOGY	3 CREDITS
D01	T/TH	8:00 AM-9:15 AM
E81	Online	

BIO-141L	LAB: FUNDAMENTALS OF ENVIRONMENTAL BIOLOGY	1 CREDIT
D01	F	9:30 AM-12:00 PM
E81	Online	
E81		

BIO-142	CONSERVATION BIOLOGY	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

BIO-142L	LAB: CONSERVATION BIOLOGY	1 CREDIT
D01	W	1:35 PM-4:05 PM

BIO-201	BIOLOGY 1	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

BIO-201L	LAB: BIOLOGY 1	1 CREDIT
D01	M	1:35 PM-4:20 PM

BIO-202	BIOLOGY 2	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

BIO-202L	LAB: BIOLOGY 2	1 CREDIT
D01	T	9:00 AM-11:45 AM

BIO-231	ANATOMY & PHYSIOLOGY 1	3 CREDITS
D01	M/W/F 7-week Session 1	10:10 AM-11:00 AM
D01	M/W/F 7-week Session 1	9:05 AM-9:55 AM

D03	T/TH	11:00 AM-12:15 PM
D05	T/TH	8:00 AM-9:15 AM
D07	M/W/F	8:00 AM-8:50 AM
D09	M/W/F	11:15 AM-12:05 PM
D80	Online	

Credit Course Schedule

D81	Online	
E62	T	4:30 PM-7:30 PM
E81	Online	

BIO-231L LAB: ANATOMY & PHYSIOLOGY 1 1 CREDIT

D01	M/W	1:35 PM-4:05 PM 7-week Session 1
D03	TH	8:15 AM-10:45 AM
D05	F	1:35 PM-4:05 PM
D07	T	12:30 PM-3:00 PM
D09	W	8:00 AM-10:30 AM
D80	M	9:30 AM-12:00 PM
D81	W	9:30 AM-12:00 PM
E62	TH	4:30 PM-7:30 PM
E81	M	6:00 PM-9:00 PM

BIO-232 ANATOMY & PHYSIOLOGY 2 3 CREDITS

D01	T/TH	11:00 AM-12:15 PM
D03	M/W/F	10:10 AM-11:00 AM 7-week Session 2
D03	M/W/F	9:05 AM-9:55 AM 7-week Session 2
D07	T/TH	11:00 AM-12:15 PM
D80	Online	
D81	Online	
E61	M	5:00 PM-8:00 PM
E63	M	6:00 PM-9:00 PM
E64	S	8:30 AM-11:20 AM
E80	Online	

BIO-232L LAB: ANATOMY & PHYSIOLOGY 2 1 CREDIT

D01	T	8:00 AM-10:30 AM
D03	M/W	1:35 PM-4:05 PM 7-week Session 2
D07	W	8:00 AM-10:30 AM
D80	T	9:30 AM-12:00 PM
D81	T	12:30 PM-3:00 PM
E61	W	5:00 PM-8:00 PM
E63	W	6:00 PM-9:00 PM
E64	S	11:30 AM-2:00 PM
E80	T	5:30 PM-8:30 PM
E81	TH	5:30 PM-8:30 PM

BIO-235 MICROBIOLOGY 3 CREDITS

D01	T/TH	8:00 AM-9:15 AM
D03	T/TH	11:00 AM-12:15 PM
D05	M/W/F	10:10 AM-11:00 AM
E60	W	5:00 PM-8:00 PM
E62	T	6:00 PM-9:00 PM

BIO-235L LAB: MICROBIOLOGY 1 CREDIT

D01	M	1:35 PM-4:05 PM
D03	TH	12:30 PM-3:00 PM
D05	M	1:35 PM-4:05 PM
E60	M	5:00 PM-8:00 PM
E62	TH	6:00 PM-9:00 PM

BIO-240 SECTIONAL ANATOMY 2 CREDITS

D01	T/TH	2:00 PM-2:50 PM
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BIO-240L LAB: SECTIONAL ANATOMY 1 CREDIT

D01	T	3:05 PM-4:45 PM
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BIO-265 CELL BIOLOGY 3 CREDITS

D01	T/TH	9:30 AM-10:45 AM
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BIO-265L LAB: CELL BIOLOGY 1 CREDIT

D01	W	1:35 PM-4:55 PM
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BIOTECHNOLOGY

BIO-264 BIOTECHNOLOGY 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
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BIO-264L LAB: BIOTECHNOLOGY 1 CREDIT

D01	TH	1:30 PM-4:50 PM
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BUSINESS ADMINISTRATION

BUS-105 INTRODUCTION TO PERSONAL FINANCE 3 CREDITS

D01	M/W/F	11:15 AM-12:05 PM
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D81	Online	
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BUS-222 BUSINESS DECISION TOOLS 3 CREDITS

D81	Online	7-week Session 1
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ENT-250 SMALL BUSINESS SEMINAR 3 CREDITS

D01	TH	12:30 PM-3:00 PM
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FIN-101 INTRODUCTION TO FINANCE 3 CREDITS

D02	T/TH	11:00 AM-12:15 PM
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D81	Online	
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E61	T	6:15 PM-9:15 PM
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LAW-214 BUSINESS LAW ESSENTIALS 3 CREDITS

D01	T/TH	12:30 PM-1:45 PM
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E81	Online	
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CHEMISTRY

CHM-101 SURVEY OF CHEMISTRY 1 3 CREDITS

D01	M/W/F	9:05 AM-9:55 AM
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D03	T/TH	9:30 AM-10:45 AM
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E51	M	6:00 PM-9:00 PM
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E80	Online	
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CHM-101L LAB: SURVEY OF CHEMISTRY 1 1 CREDIT

D01	M	1:35 PM-4:05 PM
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D02	T	2:00 PM-4:30 PM
-----	---	-----------------

D03	TH	2:00 PM-4:30 PM
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E51	W	6:00 PM-9:00 PM
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E80	T	6:00 PM-9:00 PM
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Credit Course Schedule

CHM-111 GENERAL CHEMISTRY 1 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
D03	T/TH	11:00 AM-12:15 PM
E51	W	6:00 PM-9:00 PM

CHM-111L LAB: GENERAL CHEMISTRY 1 1 CREDIT

D01	W	1:35 PM-4:05 PM
D03	T	2:00 PM-4:30 PM
E51	M	6:00 PM-9:00 PM

CHM-112 GENERAL CHEMISTRY 2 3 CREDITS

D03	T/TH	9:30 AM-10:45 AM
E51	TH	6:00 PM-9:00 PM
D01	T	2:15 PM-4:45 PM

CHM-112L LAB: GENERAL CHEMISTRY 2 1 CREDIT

E51	T	6:00 PM-9:00 PM
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CHM-202 ORGANIC CHEMISTRY 2 3 CREDITS

D01	T	6:00 PM-9:00 PM
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CHM-202L LAB: ORGANIC CHEMISTRY 2 1 CREDIT

D01	TH	6:00 PM-9:00 PM
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CIVIL ENGINEERING TECHNOLOGY

CET-120 CONSTRUCTION ESTIMATING 2 CREDITS

D01	T/TH	11:00 AM-11:50 AM
D02	T/TH	1:00 PM-1:50 PM
E61	W	5:30 PM-7:10 PM

CET-120L LAB: CONSTRUCTION ESTIMATING 1 CREDIT

D01	T	2:15 PM-4:45 PM
D02	TH	2:15 PM-4:45 PM
E61	T	7:15 PM-9:45 PM

CET-135 HYDRAULICS AND HYDROLOGY 3 CREDITS

D01	M/W/F	8:00 AM-8:50 AM
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CET-150 ADVANCED CAD FOR CONSTRUCTION 2 CREDITS

D01	T/TH	12:30 PM-1:20 PM
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CET-150L LAB: ADVANCED CAD FOR CONSTRUCTION 1 CREDIT

D80	Online
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CET-220 CONSTRUCTION MANAGEMENT 3 CREDITS

D01	M/W	10:30 AM-12:05 PM
E61	T	6:00 PM-9:00 PM

CET-230 TRANSPORTATION ENGINEERING 2 CREDITS

D01	T/TH	8:00 AM-8:50 AM
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CET-230L LAB: TRANSPORTATION ENGINEERING 1 CREDIT

D01	T/TH	8:55 AM-10:30 AM
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CET-240 REINFORCED CONCRETE ANALYSIS 2 CREDITS

D01	T/TH	12:30 PM-1:20 PM
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CET-240L LAB: REINFORCED CONCRETE ANALYSIS 1 CREDIT

D01	T/TH	1:35 PM-3:05 PM
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CET-246 STRUCTURES 2 CREDITS

D01	T/TH	11:00 AM-11:50 AM
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CET-246L LAB: STRUCTURES 1 CREDIT

D01	W	1:35 PM-4:05 PM
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CET-250 GEOGRAPHIC INFORMATION SYSTEMS 2 CREDITS

D01	M/W	9:05 AM-9:55 AM
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CET-250L LAB: GEOGRAPHIC INFORMATION SYSTEMS 1 CREDIT

D80	Online
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CET-260 PROJECT SCHEDULING 2 CREDITS

D01	T/TH	1:25 PM-2:10 PM
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CET-260L LAB: PROJECT SCHEDULING 1 CREDIT

D01	TH	2:15 PM-4:45 PM
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FYE-101 FIRST YEAR EXPERIENCE 1 CREDIT

D02	W	8:00 AM-8:50 AM
D03	F	8:00 AM-8:50 AM
D04	W	9:05 AM-9:55 AM
D05	W	1:35 PM-2:25 PM
D06	T	8:00 AM-8:50 AM
D07	TH	8:00 AM-8:50 AM
D08	T	12:30 PM-1:20 PM
D09	TH	12:30 PM-1:20 PM
D10	TH	8:00 AM-8:50 AM 7-week Session 1
E63	W	5:00 PM-5:50 PM
E80	Online	7-week Session 1
E80	Online	7-week Session 2
E80	Online	
E81	Online	

COMPUTER INFORMATION TECHNOLOGY

CIT-101 CIT FOUNDATIONS 3 CREDITS

D02	T/TH	11:00 AM-12:15 PM
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CIT-115 PYTHON PROGRAMMING 3 CREDITS

D01	M/W/F	9:05 AM-9:55 AM
E80	Online	

CIT-115L LAB: PYTHON PROGRAMMING 1 CREDIT

E80	Online
E80	

CIT-120 WINDOWS 1 3 CREDITS

D01	T/TH	9:30 AM-10:45 AM
D02	T/TH	11:00 AM-12:15 PM

CIT-130 UNIX 1 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
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CIT-141 WEB AUTHORING 2 3 CREDITS

D01	M/W/F	10:10 AM-11:15 AM
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Credit Course Schedule

CIT-141L	LAB: WEB AUTHORING 2	1 CREDIT
D80	Online	
D80		

CIT-160	NETWORKS 1	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM
D02	T/TH	11:00 AM-12:15 PM

CIT-162	NETWORKS 3	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM

CIT-201	DATABASE SYSTEMS AND SECURITY	3 CREDITS
D01	Online	

CIT-215	JAVA PROGRAMMING	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

CIT-215L	LAB: JAVA PROGRAMMING	1 CREDIT
D80	Online	
D80		

CIT-251	INTERNET/NETWORK SECURITY 2	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

CIT-252	ADVANCED SECURITY TOPICS	3 CREDITS
D01	Hybrid/T	9:30 AM-10:45 AM
D02	Hybrid/TH	9:30 AM-10:45 AM

CMP-106	COMPUTER BASICS: CONCEPTS & APPLICATIONS	3 CREDITS
D02	M/W/F	8:00 AM-8:50 AM
D04	M/W/F	9:05 AM-9:55 AM
D05	M/W/F	9:05 AM-9:55 AM
D06	M/W/F	10:10 AM-11:00 AM
D08	M/W/F	11:15 AM-12:05 PM
D10	M/W	1:35 PM-2:50 PM
D11	T/TH	8:00 AM-9:15 AM
D12	T/TH	8:00 AM-9:15 AM
D13	T/TH	9:30 AM-10:45 AM
D14	Hybrid/T/TH	9:30 AM-10:45 AM
D16	T/TH	11:00 AM-12:15 PM
D17	T/TH	11:00 AM-12:15 PM
D18	T/TH	12:30 PM-1:45 PM
E60	M	4:00 PM-7:00 PM
E61	T	6:00 PM-9:00 PM
E80	Online	
E81	Online	

CMP-125	DESKTOP PUBLISHING	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

OIT-101	KEYBOARDING	3 CREDITS
D01	Hybrid/T	9:30 AM-10:45 AM

OIT-102	DOCUMENT FORMATTING	3 CREDITS
D01	TH	9:30 AM-10:45 AM

COMPUTER SCIENCE

CSC-101	COMPUTER SCIENCE 1	3 CREDITS
D01	M/W	1:25 PM-2:40 PM

CSC-101L	LAB: COMPUTER SCIENCE 1	1 CREDIT
D01	M	2:45 PM-5:15 PM

CSC-111	INTRO TO THE JAVA PROGRAMMING LANGUAGE	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

CSC-111L	LAB: INTRO TO THE JAVA PROGRAMMING LANGUAGE	1 CREDIT
D01	T	2:00 PM-4:45 PM

CSC-112	INTERMEDIATE TOPICS IN JAVA PROGRAMMING	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

CSC-112L	LAB: INTERMEDIATE TOPICS IN JAVA PROGRAMMING	1 CREDIT
D01	W	2:40 PM-4:45 PM

COMPUTER SYSTEMS ENGINEERING TECHNOLOGY

CSE-110	INTRO TO COMPUTER SYSTEMS (COMPTIA A+)	2 CREDITS
D01	T/TH	9:30 AM-10:45 AM

CSE-110L	LAB: INTRO TO COMPUTER SYSTEMS (COMPTIA A+)	1 CREDIT
D01	M	1:35 PM-4:05 PM

CSE-150	LINUX COMMAND AND SHELL PROGRAMMING	3 CREDITS
D01	T/TH	2:00 PM-3:15 PM

CSE-160	INTRODUCTION TO PROGRAMMING USING PYTHON	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

CSE-240	WINDOWS SERVER ADMINISTRATION	3 CREDITS
D02	M/W/F	11:15 AM-12:05 PM

CSE-240L	LAB: WINDOWS SERVER ADMINISTRATION	1 CREDIT
D01	F	8:30 AM-11:00 AM
D02	M	8:30 AM-11:00 AM
D04	M	1:30 PM-4:05 PM

CSE-252	VIRTUALIZATION USING VMWARE ESXI SERVER	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

CSE-252L	LAB: VIRTUALIZATION USING VMWARE ESXI SERVER	1 CREDIT
D01	T/TH	12:30 PM-1:45 PM

Credit Course Schedule

CSE-254	CLOUD COMPUTING INFRASTRUCTURE & SERVICES	3 CREDITS
D01	M	8:30 AM-11:00 AM

CSE-254L	LAB: CLOUD COMPUTING INFRASTRUCTURE & SERVICES	1 CREDIT
D01	F	1:30 PM-4:05 PM

CSE-260	APPLICATION SERVERS	3 CREDITS
D01	M	8:30 AM-11:00 AM

CSE-260L	LAB: APPLICATION SERVERS	1 CREDIT
D01	M	1:35 PM-4:05 PM

CSO-105	CISCO INTRODUCTION TO NETWORKS	3 CREDITS
E61	W	5:45 PM-7:15 PM

CSO-105L	LAB: CISCO INTRODUCTION TO NETWORKS	1 CREDIT
E61	W	7:20 PM-9:45 PM

CSO-155	CISCO ROUTING AND SWITCHING ESSENTIALS	3 CREDITS
D01	TH	2:00 PM-4:30 PM

CSO-155L	LAB: CISCO ROUTING SWITCHING ESSENTIALS	1 CREDIT
D01	TH	2:00 PM-4:30 PM
D02	W	8:30 AM-11:00 AM

CSO-255	CONNECTING NETWORKS	3 CREDITS
D01	W	8:30 AM-11:00 AM

CSO-255L	LAB: CONNECTING NETWORKS	1 CREDIT
D01	W	1:30 PM-4:05 PM

CRIMINAL JUSTICE

CRJ-101	INTRODUCTION TO CRIMINAL JUSTICE	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D02	T/TH	12:30 PM-1:45 PM
E80	Online	7-week Session 2

CRJ-110	POLICING	3 CREDITS
D01	Hybrid/W/F	10:10 AM-11:00 AM
D80	Online	

CRJ-120	CRIMINOLOGY	3 CREDITS
E61	M	6:00 PM-9:00 PM
E80	Online	

CRJ-130	CRIMINAL EVIDENCE	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
D02	M/W/F	9:05 AM-9:55 AM
E64	TH	6:00 PM-9:00 PM

CRJ-140	INTERPERSONAL COMMUNICATIONS IN CRIMINAL JUSTICE	3 CREDITS
D04	M/W/F	11:15 AM-12:05 PM

CRJ-150	PROCEDURAL LAW	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
E61	M	6:00 PM-9:00 PM
E80	Online	7-week Session 2

CRJ-201	CRIMINAL LAW 2	3 CREDITS
D02	T/TH	9:30 AM-10:45 AM
E63	W	6:00 PM-9:00 PM

CRJ-210	CRIMINAL INVESTIGATION	3 CREDITS
D80	Online	

CRJ-215	INTRODUCTION TO CORRECTIONS	3 CREDITS
D02	T/TH	11:00 AM-12:15 PM
E80	Online	

CRJ-220	LAW ENFORCEMENT MANAGEMENT AND PLANNING	3 CREDITS
D02	T/TH	11:00 AM-12:15 PM
E62	T	6:00 PM-9:00 PM

DIGITAL MEDIA TECHNOLOGY

DMP-102	INTERNET MULTIMEDIA	2 CREDITS
D01	T/TH	8:30 AM-9:20 AM

DMP-102L	LAB: INTERNET MULTIMEDIA	1 CREDIT
D01	T/TH	9:30 AM-10:45 AM

DMP-110	WRITING FOR ELECTRONIC MEDIA	3 CREDITS
D01	W	11:00 AM-12:15 PM
D01	Hybrid	

DMP-121	ADVANCED VIDEO PRODUCTION	2 CREDITS
D01	M	11:00 AM-12:15 PM
D01	Hybrid	

DMP-121LLAB: ADVANCED VIDEO PRODUCTION	1 CREDIT	
D01	M	1:35 PM-4:05 PM

DMP-130	SPEAKING ON TV	2 CREDITS
D01	T/TH	11:00 AM-11:50 AM

DMP-130L	LAB: SPEAKING ON TV	1 CREDIT
D01	T	12:30 PM-3:00 PM

DMP-140	INTRO TO MASS COMMUNICATION	3 CREDITS
D01	TH	12:30 PM-3:00 PM

DMP-150	INTRODUCTION TO DIGITAL EDITING	2 CREDITS
D01	M/W	9:00 AM-9:25 AM
D01	Hybrid	

DMP-150L	LAB: INTRODUCTION TO DIGITAL EDITING	1 CREDIT
D01	M/W	9:30 AM-10:45 AM
D01	Hybrid	

DMP-161	AUDIO PRODUCTION 2	2 CREDITS
D01	M/W	1:35 PM-2:25 PM

Credit Course Schedule

DMP-161L LAB: AUDIO PRODUCTION 2 1 CREDIT
D01 M/W 2:35 PM-3:50 PM

DMP-221 DIGITAL MEDIA SENIOR PROJECT 2 CREDITS
D01 Hybrid/T 9:30 AM-10:45 AM

DMP-221L LAB: DIGITAL MEDIA SENIOR PROJECT 1 CREDIT
D01 TH 9:30 AM-10:45 AM

DMP-250 ADVANCED DIGITAL EDITING 2 CREDITS
D01 T/TH 11:00 AM-11:25 AM
D01 Hybrid

DMP-250L LAB: ADVANCED DIGITAL EDITING 1 CREDIT
D01 T/TH 9:30 AM-10:45 AM

DMP-253 3D DIGITAL ANIMATION 2 CREDITS
D01 M/W 4:10 PM-5:00 PM

DMP-253L LAB: 3D DIGITAL ANIMATION 1 CREDIT
D01 M/W 5:00 PM-6:15 PM

DMP-254 MULTIMEDIA INTERACTIVE AUTHORIZING 2 CREDITS
D01 T 11:30 AM-12:20 PM
D01 Hybrid

DMP-254L LAB: MULTIMEDIA INTERACTIVE AUTHORIZING 1 CREDIT
D01 TH 11:00 AM-12:15 PM
D01 Hybrid

DMP-256 2D ANIMATION 2 CREDITS
D01 T/TH 12:30 PM-1:45 PM

DMP-256L LAB: 2D ANIMATION 1 CREDIT
D01 T/TH 1:45 PM-3:00 PM

ECONOMICS

ECN-101 INTRO TO MACROECONOMICS 3 CREDITS

D03 M/W/F 10:10 AM-11:00 AM

D04 M/W/F 11:15 AM-12:05 PM

D05 T/TH 8:00 AM-9:15 AM

E61 M 6:00 PM-9:00 PM

E80 [Online](#)

E81 [Online](#)

D01 T/TH 11:00 AM-12:15 PM

D02 T/TH 9:30 AM-10:45 AM

D80 [Online](#)

E61 M 6:00 PM-9:00 PM

EDUCATION

ECE-101 INTRODUCTION TO EARLY CHILDHOOD 3 CREDITS

E61 M 5:00 PM-8:00 PM
7-week Session 1

E62 T 6:00 PM-9:00 PM
7-week Session 2

ECE-110 CHILD/GROWTH AND DEVELOPMENT 3 CREDITS

E62 T 6:00 PM-9:00 PM
7-week Session 1

ECE-140 YOUNG CHILDREN WITH SPECIAL NEEDS 3 CREDITS

D01 M/W/F 10:10 AM-11:00 AM

ECE-150 CURRICULUM FOR EARLY CHILDHOOD EDUCATION 1 3 CREDITS

D01 T/TH 11:00 AM-12:15 PM

E64 TH 6:00 PM-7:30 PM
7-week Session 2

ECE-150L LAB: CURRICULUM EARLY CHILDHOOD EDUCATION 1 1 CREDIT

D01 T/TH 12:30 PM-1:20 PM

E64 TH 7:30 PM-9:30 PM
7-week Session 2

ECE-160 DYNAMICS OF CHILDHOOD BEHAVIOR 3 CREDITS

E80 [Online](#)

ECE-170 INFANT AND TODDLER CARE 3 CREDITS

D80 [Online](#)

ECE-220 EARLY CHILDHOOD PRACTICUM 1 4 CREDITS

E62 T 5:30 PM-7:00 PM

ECE-221 EARLY CHILDHOOD PRACTICUM 2 6 CREDITS

E62 T 5:30 PM-7:00 PM

ECE-260 ADMINISTRATION OF EARLY CHILDHOOD PROGRAMS 3 CREDITS

E80 [Online](#)

EDU-101 FOUNDATIONS OF EDUCATION: URBAN PERSPECTIVES 3 CREDITS

D01 M/W/F 11:15 AM-12:05 PM

EDU-102 INTRODUCTION TO SPECIAL NEEDS 3 CREDITS

D01 M/W/F 10:10 AM-11:00 AM

ELECTRICAL ENGINEERING TECHNOLOGY

EET-111 BASIC ELECTRICITY 2 2 CREDITS

D01 W/F 8:00 AM-8:50 AM

E61 W 5:30 PM-7:10 PM

EET-111L LAB: BASIC ELECTRICITY 2 1 CREDIT

D01 T 2:30 PM-5:00 PM

D02 TH 2:30 PM-5:00 PM

E61 W 7:15 PM-9:45 PM

EET-120 FLUID POWER TECHNOLOGY 3 CREDITS

D01 F 9:05 AM-11:35 AM

EET-130 FUNDAMENTALS OF MOTOR CONTROL 2 CREDITS

D01 M/W 9:05 AM-9:55 AM

Credit Course Schedule

EET-130L LAB: FUNDAMENTALS OF MOTOR CONTROL 1 CREDIT

D01	T	9:30 AM-12:00 PM
D02	TH	9:30 AM-12:00 PM
D03	W	1:35 PM-4:05 PM

EET-135 PROGRAMMABLE LOGIC CONTROLLER 1 2 CREDITS

D01	M/W	10:10 AM-11:00 AM
E61	M	5:30 PM-7:10 PM

EET-135L LAB: PROGRAMMABLE LOGIC CONTROLLER 1 1 CREDIT

D01	T	2:30 PM-5:00 PM
D02	TH	2:30 PM-5:00 PM
E61	M	7:15 PM-9:45 PM

EET-140 FUNDAMENTALS OF ROBOTICS 2 CREDITS

D01	M/W	11:15 AM-12:05 PM
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EET-140L LAB: FUNDAMENTALS OF ROBOTICS 1 CREDIT

D01	T	12:00 PM-2:30 PM
D02	TH	12:00 PM-2:30 PM
D03	M	1:35 PM-4:05 PM

EET-240 ROBOTICS AND AUTOMATED SYSTEMS 2 CREDITS

E61	W	5:30 PM-7:10 PM
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EET-240L LAB: ROBOTICS AND AUTOMATED SYSTEMS 1 CREDIT

E61	W	7:15 PM-9:45 PM
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EET-250 CONTROL SYSTEM THEORY 2 CREDITS

D01	Hybrid/M	11:15 AM-12:05 PM
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EET-250L LAB: CONTROL SYSTEM THEORY 1 CREDIT

D01	T	12:00 PM-2:30 PM
D02	TH	12:00 PM-2:30 PM

EET-255 ADVANCED TOPICS IN ELECTRICAL ENGINEERING 3 CREDITS

D01	TH	8:30 AM-9:20 AM
E61	T	5:30 PM-8:30 PM

EET-260 MICROPROCESSOR APPLICATIONS 2 CREDITS

D01	M	10:10 AM-11:00 AM
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EET-260L LAB: MICROPROCESSOR APPLICATIONS 1 CREDIT

D01	T	2:30 PM-5:00 PM
D02	TH	2:30 PM-5:00 PM

EET-265 ADVANCED AUTOMATION 1 CREDIT

D01	T	8:30 AM-9:20 AM
D01	T/TH	9:30 AM-12:00 PM

ELECTRONIC SYSTEMS ENGINEERING TECHNOLOGY

ELE-111 INTERNET OF THINGS (IOT) 3 CREDITS

D01	M/W/F	11:15 AM-12:05 PM
E61	TH	5:45 PM-7:15 PM

ELE-111L LAB: INTERNET OF THINGS (IOT) 1 CREDIT

D01	W	1:35 PM-4:05 PM
E61	TH	8:05 PM-9:45 PM

ELE-115 ELECTRONICS FOR TECHNICIANS 2 2 CREDITS

D02	T	8:00 AM-9:40 AM
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ELE-115L LAB: ELECTRONICS FOR TECHNICIANS 2 1 CREDIT

D01	W	1:35 PM-4:05 PM
D03	T	9:45 AM-12:15 PM

ELE-160 EMBEDDED CONTROLLERS 3 CREDITS

D01	T/TH	2:00 PM-3:15 PM
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ELE-165 EMBEDDED CONTROLLERS LAB 1 CREDIT

D01	T/TH	3:30 PM-4:45 PM
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ELE-180 INSTRUMENTATION AND MEASUREMENT 3 CREDITS

D01	W	8:00 AM-9:55 AM
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ELE-180L LAB: INSTRUMENTATION AND MEASUREMENT 1 CREDIT

D01	F	1:35 PM-4:05 PM
D02	F	8:30 AM-11:00 AM

ELE-260 SENSOR SYSTEMS 3 CREDITS

D01	T	9:30 AM-12:15 PM
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ELE-260L LAB: SENSOR SYSTEMS 1 CREDIT

D01	TH	9:30 AM-12:15 PM
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ELE-265 SENIOR PROJECTS IN E.S.E.T. 1 CREDIT

D01	M	9:05 AM-9:55 AM
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ELE-265L LAB: SENIOR PROJECTS IN E.S.E.T. 2 CREDITS

D01	M	10:10 AM-12:05 PM
D01	TH	12:30 PM-1:45 PM

ENERGY SYSTEMS TECHNOLOGY

EST-100 THEORY OF CONTROLS 3 CREDITS

E61	M	6:00 PM-8:45 PM
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EST-101 COMBUSTION CONTROL CIRCUITS 3 CREDITS

D01	T/TH	11:00 AM-12:15 PM
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EST-101 COMBUSTION CONTROL CIRCUITS 3 CREDITS

E61	T	6:00 PM-9:00 PM
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EST-102 ENERGY SYSTEMS LAB 1 1 CREDIT

E61	W	6:00 PM-6:50 PM
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Credit Course Schedule

EST-102L	LAB: ENERGY SYSTEMS LAB 1	1 CREDIT
E61	W	7:00 PM-9:45 PM

EST-103	ENERGY SYSTEMS LAB 2	1 CREDIT
D01	T	12:30 PM-1:30 PM
E61	TH	6:00 PM-6:50 PM

EST-103L	LAB: ENERGY SYSTEMS LAB 2	1 CREDIT
D01	M	1:30 PM-4:15 PM
D02	T	1:30 PM-4:00 PM
D03	TH	1:30 PM-4:15 PM
E61	TH	6:55 PM-9:45 PM

EST-201	FUNDAMENTALS OF AIR CONDITIONING	2 CREDITS
D01	T	1:30 PM-3:10 PM
E61	TH	5:30 PM-7:10 PM

EST-201L	LAB: FUNDAMENTALS OF AIR CONDITIONING	1 CREDIT
D01	TH	8:00 AM-10:45 AM
D02	TH	12:30 PM-3:15 PM
D03	M	1:35 PM-4:35 PM
D04	F	1:35 AM-4:35 PM
E61	TH	7:15 PM-9:45 PM

EST-203	HVAC ELECTRICAL APPLICATIONS	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM
E61	M	6:00 PM-8:45 PM

EST-205	ADVANCED HEATING SYSTEM DESIGN	4 CREDITS
D01	W	1:35 PM-3:30 PM
D01	M/W	10:10 AM-11:00 AM
E61	W	6:00 PM-9:30 PM

EST-207	BUILDING MANAGEMENT SYSTEMS	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
E61	T	5:30 PM-7:10 PM

EST-207L	LAB: BLDG MANAGEMENT SYSTEMS	1 CREDIT
D01	T	8:00 AM-10:45 AM
E61	T	7:15 PM-9:45 PM

ENGINEERING/SCIENCE TRANSFER

EGR-103	COMPUTER APPLICATIONS IN ENGINEERING	3 CREDITS
D01	M/W/F	1:25 PM-2:15 PM

EGR-103L	LAB: COMPUTER APPLICATIONS IN ENGINEERING	1 CREDIT
D01	M	2:30 PM-5:00 PM

EGR-122	MECHANICS II	3 CREDITS
D01	T/TH	8:00 AM-9:15 AM

EGR-211	PROBABILITY AND STATISTICS FOR ENGINEERS	3 CREDITS
D01	T	9:30 AM-10:45 AM
D01	TH	9:30 AM-10:45 AM

EGR-219	MECHANICS OF MATERIALS	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

EGR-219L	LAB: MECHANICS OF MATERIALS	1 CREDIT
D01	W	2:40 PM-4:25 PM

EGR-222	CIRCUIT ANALYSIS II	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

EGR-226	LAB: CIRCUIT ANALYSIS 2	1 CREDIT
D01	M	1:35 PM-4:10 PM

ENGLISH

DRG-091	READING LEVEL 1	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D02	M/W/F	10:10 AM-11:00 AM
D03	M/W/F	11:15 AM-12:05 PM
D04	T/TH	9:30 AM-10:45 AM
D05	T/TH	11:00 AM-12:15 PM
E61	M	6:00 PM-9:00 PM
E80	Online	

DRG-092	READING LEVEL 2	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D02	M/W/F	10:10 AM-11:00 AM
D03	M/W/F	11:15 AM-12:05 PM
D04	T/TH	9:30 AM-10:45 AM
D05	T/TH	11:00 AM-12:15 PM
D81	Online	
E64	TH	6:00 PM-9:00 PM

DWT-099	REVIEW FOR COLLEGE WRITING	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM
D02	T/TH	11:00 AM-12:15 PM
D11	M/W/F	10:10 AM-11:00 AM
D12	M/W/F	11:15 AM-12:05 PM
D13	M/W/F	1:35 PM-2:25 PM
D14	T/TH	9:30 AM-10:45 AM
D15	T/TH	12:30 PM-1:45 PM
E62	T	5:00 PM-8:00 PM
E63	W	6:00 PM-9:00 PM
E80	Online	

ENG-101	ENGLISH COMPOSITION 1	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
D02	T/TH	9:30 AM-10:45 PM
D03	M/W/F	9:05 AM-9:55 AM
D04	T/TH	9:30 AM-10:45 AM
D05	T/TH	12:30 PM-1:45 PM
D11	M/W/F	8:00 AM-8:55 AM
D12	M/W/F	9:05 AM-9:55 AM
D13	M/W/F	10:10 AM-11:00 AM
D14	M/W/F	10:10 AM-11:00 AM
D15	Hybrid/M/W	11:15 AM-12:05 PM
D16	M/W/F	11:15 AM-12:05 PM

Credit Course Schedule

D17	Hybrid/W/F	1:35 PM-2:25 PM
D18	T/TH	8:00 AM-9:15 AM
D19	T/TH	9:30 AM-10:45 AM
D20	Hybrid/T/TH	12:30 PM-1:45 PM 7-week Session 2
D20	T/TH	9:30 AM-10:45 AM
D21	T/TH	11:00 AM-12:15 PM
D22	T/TH	11:00 AM-12:15 PM
D23	T/TH	12:30 PM-1:45 PM
D24	T/TH	2:00 PM-3:15 PM
E61	M	6:00 PM-9:00 PM
E62	T	5:00 PM-8:00 PM
E63	W	6:00 PM-9:00 PM
E80	Online	7-week Session 1
E80	Online	7-week Session 2
E80	Online	
E81	Online	
E84	Online	
E87	Online	

ENG-101H HONORS ENGLISH COMPOSITION 1		3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

ENG-102 ENGLISH COMPOSITION 2		3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
D02	M/W/F	9:05 AM-9:55 AM
D03	M/W/F	9:05 AM-9:55 AM
D04	Hybrid/M/W	10:10 AM-11:00 AM
D05	M/W/F	10:10 AM-11:00 AM
D07	M/W/F	11:15 AM-12:05 PM
D08	Hybrid/W/F	11:15 AM-12:15 PM
D09	M/W/F	1:35 PM-2:25 PM
D10	T/TH	8:00 AM-9:15 AM
D11	T/TH	8:00 AM-9:15 AM
D12	T/TH	9:30 AM-10:45 AM
D13	T/TH	9:30 AM-10:45 AM
D14	T/TH	11:00 AM-12:15 PM
D15	T/TH	11:00 AM-12:15 PM
D16	T/TH	12:30 PM-1:45 PM
D17	T/TH	12:30 PM-1:45 PM
D18	T/TH	2:00 PM-3:15 PM
D80	Online	
D81	Online	
E62	T	6:00 PM-9:00 PM
E63	W	6:00 PM-9:00 PM
E80	Online	7-week Session 2
E82	Online	
E83	Online	
E86	Online	

ENG-102H HONORS ENGLISH COMPOSITION 2		3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

ENG-104 TECHNICAL REPORT WRITING		3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
D02	M/W/F	11:15 AM-12:05 PM

E61	M	6:00 PM-9:00 PM
E80	Online	

ENG-107 INTRODUCTION TO CREATIVE WRITING		3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

ENG-110 ENGLISH COMPOSITION 2: JOURNALISM		3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

ENG-120 INTERPERSONAL COMMUNICATION		3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

ENG-200 LITERATURE OF THE WESTERN WORLD: BC TO 17TH CENTURY		3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

ENG-211 AMERICAN LITERATURE: 1860 - PRESENT		3 CREDITS
D80	Online	

ENG-222 IRISH LITERATURE		3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

ENG-223 LATINO LITERATURE		3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

ENG-225 CHILDREN'S LITERATURE		3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

ENG-228 THE CITY IN LITERATURE		3 CREDITS
D80	Online	

ENG-240 SEX & SEXUALITY IN WESTERN LITERATURE		3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

ENG-251 SATIRE IN FILM AND LITERATURE		3 CREDITS
D80	Online	

FIRE PROTECTION & SAFETY TECHNOLOGY

FST-120 PRINCIPLES OF FIRE ADMINISTRATION OF FIRE DEPARTMENTS		3 CREDITS
E10	W	6:15 PM-9:15 PM

FST-130 FIRE PROTECTION SYSTEMS		3 CREDITS
E10	TH	6:15 PM-9:15 PM

FST-140 FIRE OFFICERSHIP		3 CREDITS
E10	T	6:15 PM-9:15 PM

FST-210 FIRE PROTECTION HYDRAULICS & WATER SUPPLY		3 CREDITS
E10	M	6:15 PM-9:15 PM

FST-221 ADVANCED FIRE INVESTIGATION		3 CREDITS
E10	TH	6:15 PM-9:15 PM

Credit Course Schedule

FRENCH

FRE-101 ELEMENTARY FRENCH 1 3 CREDITS
D01 T/TH 9:30 AM-10:45 AM

FRE-102 ELEMENTARY FRENCH 2 3 CREDITS
D01 T/TH 11:00 AM-12:15 PM

GRAPHIC COMMUNICATION & PHOTOGRAPHY

GAT-122 DIGITAL WORKFLOW 2 CREDITS
D01 T/TH 2:00 PM-2:50 PM

GAT-122L LAB: DIGITAL WORKFLOW 1 CREDIT
D01 T/TH 3:00 PM-4:15 PM

GAT-125 TYPOGRAPHY AND LAYOUT DESIGN 2 CREDITS
D01 M/W 10:10 AM-11:00 AM

GAT-125L LAB: TYPOGRAPHY AND LAYOUT DESIGN 1 CREDIT
D01 M 1:35 PM-4:10 PM
D02 T 2:00 PM-4:45 PM

GAT-131 GRAPHIC COMMUNICATIONS 2 CREDITS
D01 T/TH 2:00 PM-3:15 PM

GAT-131L LAB: GRAPHIC COMMUNICATIONS 1 CREDIT
D01 W 1:35 PM-4:10 PM

GAT-150 INTRODUCTION TO PROFESSIONAL PHOTOGRAPHY 2 CREDITS
D76 W 7:30 AM-9:10 AM

GAT-150L LAB: INTRODUCTION TO PROFESSIONAL PHOTOGRAPHY 1 CREDIT
D76 W 9:15 AM-11:45 AM

GAT-151 DIGITAL PHOTOGRAPHY/STUDIO MODULE 2 CREDITS
D76 W 12:00 PM-2:00 PM
D77 W 8:00 AM-10:00 AM

GAT-152 ADVANCED PROFESSIONAL DIGITAL PHOTOGRAPHY 2 CREDITS
D01 M/W 8:00 AM-8:50 AM

GAT-152L LAB: ADVANCED PROFESSIONAL DIGITAL PHOTOGRAPHY 1 CREDIT
D01 T 8:00 AM-10:45 AM
D02 TH 8:00 AM-10:45 AM

GAT-155 MACINTOSH OPERATING SYSTEMS 2 CREDITS
D01 T/TH 9:30 AM-10:45 AM

GAT-155L LAB: MACINTOSH OPERATING SYSTEMS 1 CREDIT
D01 T/TH 11:00 AM-12:15 PM

GAT-160 INTRODUCTION TO WEB DESIGN 2 CREDITS
D01 T/TH 2:00 PM-2:50 PM

GAT-160L LAB: WEB SITE DESIGN & DEVELOPMENT 1 CREDIT
D01 T/TH 3:00 PM-4:15 PM

GAT-162 DIGITAL IMAGING—PHOTOSHOP 2 CREDITS
D01 M/W 9:05 AM-9:55 AM

GAT-162L LAB: DIGITAL IMAGING—PHOTOSHOP 1 CREDIT
D01 TH 11:00 AM-1:45 PM

GAT-174 AIRBRUSHING TECHNIQUES 1 2 CREDITS
E61 M/T/H 4:00 PM-4:50 PM

GAT-174L LAB: AIRBRUSHING TECHNIQUES 1 1 CREDIT
E61 M/T/H 5:00 PM-6:15 PM

GAT-175 AIRBRUSHING TECHNIQUES II 2 CREDITS
D01 M/W 9:05 AM-9:55 AM

GAT-175L LAB: AIRBRUSHING TECHNIQUES II 1 CREDIT
D01 M 1:35 PM-4:10 PM

GAT-222 COLOR MANAGEMENT 2 CREDITS
D01 M/W 10:10 AM-11:00 AM

GAT-222L LAB: COLOR MANAGEMENT 1 CREDIT
D01 M 1:35 PM-4:10 PM
D02 W 1:35 PM-4:10 PM

GAT-225 ADVANCED TYPOGRAPHY AND LAYOUT DESIGN 2 CREDITS
D01 M/W 11:15 AM-12:05 PM

GAT-225L LAB: ADVANCED TYPOGRAPHY & LAYOUT DESIGN 1 CREDIT
D01 W 1:35 PM-4:10 PM

GAT-231 SCREEN PRINTING & VINYL PRINTING 2 CREDITS
D01 M/W 11:15 AM-12:05 PM

GAT-231L LAB: SCREEN PRINTING & VINYL PRINTING 1 CREDIT
D01 ?

GAT-238 INTEGRATED ADVERTISING CAMPAIGN DEVELOPMENT 2 CREDITS
D01 T/TH 8:00 AM-9:15 AM

GAT-238L LAB: INTEGRATED ADVERTISING CAMPAIGN DEVELOPMENT 1 CREDIT
D01 F 8:00 AM-10:30 AM

GAT-251 ADVERTISING PHOTOGRAPHY 2 CREDITS
D01 T/TH 2:00 PM-2:50 PM

GAT-251L LAB: ADVERTISING PHOTOGRAPHY 1 CREDIT
D01 T/TH 3:00 PM-4:15 PM

GAT-260 DIGITAL PRESS PRODUCTION 2 CREDITS
D01 M/W 9:05 AM-9:55 AM

GAT-260L LAB: DIGITAL PRESS PRODUCTION 1 CREDIT
D01 T 11:00 AM-1:45 PM

GAT-261 DIGITAL PUBLISHING 2 CREDITS
D01 M/W 8:00 AM-8:50 AM

Credit Course Schedule

GAT-261L	LAB: DIGITAL PUBLISHING	1 CREDIT
D01	TH	8:00 AM-10:45 AM

GAT-262	ADVANCED DIGITAL IMAGING TECHNIQUES	2 CREDITS
D01	M/W	11:15 AM-12:05 PM

GAT-262L	LAB: ADVANCED DIGITAL IMAGING TECHNIQUES	1 CREDIT
D01	T	11:00 AM-1:45 PM

HEALTH & FITNESS

IND-115	HEALTH AND WELLNESS	3 CREDITS
D80	Online	

MLT-118	PHLEBOTOMY AND SPECIMEN HANDLING	1 CREDIT
D01	M/W	8:00 AM-9:15 AM 7-week Session 1

HEALTH INFORMATION TECHNOLOGY

HIT-110	HEALTH OFFICE BASICS	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

HIT-120	INTRODUCTION TO DIAGNOSTIC CODING 1	4 CREDITS
D01	TH	4:30 PM-8:30 PM

HIT-122	INTRODUCTION TO PROCEDURAL CODING	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

HIT-124	INTRO TO PCS CODING	2 CREDITS
D01	M/W	10:10 AM-11:00 AM

HIT-126	STRATEGIC HEALTH INFORMATION TECHNOLOGY	3 CREDITS
D01	T	4:30 PM-7:30 PM

HIT-130	ELECTRONIC HEALTH RECORDS	2 CREDITS
D01	M/W	11:15 AM-12:05 PM

HIT-145	HEALTHCARE INFORMATICS	3 CREDITS
D01	Hybrid/M	4:30 PM-7:30 PM

HIT-206	PREPARATION FOR THE CERTIFIED CODING ASSISTING EXAM	1 CREDIT
E80	Online	

HIT-255	LAW AND ETHICS IN HEALTHCARE	3 CREDITS
E80	Online	

HIT-260	INTRODUCTION TO REVENUE CYCLE MANAGEMENT REIMBURSEMENT	3 CREDITS
E80	Online	

HIT-267	PROFESSIONAL PRACTICE EXPERIENCE	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM

HIT-269	RHIT EXAM PREP	1 CREDIT
D80	Online	

HEALTH SCIENCE

HSC-110	COMMUNICATION AND PROFESSIONALISM IN HEALTHCARE	3 CREDITS
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D01	M/W/F	9:05 AM-9:55 AM
D02	M/W/F	11:15 AM-12:05 PM
D03	M/W/F	10:10 AM-11:00 AM
D04	Hybrid/T/TH	9:30 AM-10:45 AM
E51	Hybrid/T/TH	5:30 PM-6:45 PM
E65	S	9:00 AM-11:30 AM

HSC-150	PATIENT CARE AND SAFETY	2 CREDITS
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D01	T/TH	11:00 AM-12:15 PM
D01		
D02	M/W/F	11:15 AM-12:05 PM

HSC-150L	LAB: PATIENT CARE AND SAFETY	1 CREDIT
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D01	T	12:30 PM-2:10 PM
D02	TH	12:30 PM-2:10 PM
D03	M	1:30 PM-3:10 PM
D04	W	1:30 PM-3:10 PM

SMC-125	EMT BASIC	5 CREDITS
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D01	M/W/TH	8:00 AM-10:00 AM
E30	M/W/TH	6:00 PM-8:00 PM

SMC-125L	LAB: EMT BASIC IN HEALTH CARE	2 CREDITS
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D01	M/W/TH	10:00 AM-12:00 PM
D02	M/W/TH	10:00 AM-12:00 PM
E30	M/W/TH	8:00 PM-10:00 PM
E31	M/W/TH	8:00 PM-10:00 PM

SMC-161	STERILE PROCESSING TECHNICIAN	6 CREDITS
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E30	M/T	5:00 PM-8:00 PM
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SMC-161L	LAB: STERILE PROCESSING TECHNICIAN	0 CREDITS
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E30	W	5:00 PM-8:00 PM
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SMC-180	PHLEBOTOMY TECHNICIAN	3 CREDITS
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D01	T/TH	12:30 PM-2:00 PM
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SMC-180L	LAB: PHLEBOTOMY TECHNICIAN	2 CREDITS
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D01	T/TH	2:15 PM-4:30 PM
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SMC-185	PHLEBOTOMY TECHNICIAN CLINICAL	2 CREDITS
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D01	M/T/W/TH/F	12:30 PM-4:30 PM
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HISTORY

HIS-100	SURVEY OF EARLY WESTERN CIVILIZATION	3 CREDITS
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D01	M/W/F	11:15 AM-12:05 PM
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HIS-105	CULTURAL GEOGRAPHY	3 CREDITS
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D01	T/TH	9:30 AM-10:45 AM
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Credit Course Schedule

HIS-110 SURVEY OF U.S. HISTORY AND GOVERNMENT 3 CREDITS

D08	T/TH	9:30 AM-10:45 AM
D09	T/TH	11:00 AM-12:15 PM
E80	Online	7-week Session 1
E80		7-week Session 1

HIS-111 SURVEY OF MODERN U.S. 3 CREDITS

D06	T/TH	9:30 AM-10:45 AM
E62	T	6:00 PM-9:00 PM
E80	Online	7-week Session 2

HIS-114 THE HISTORY OF SPRINGFIELD, MA 3 CREDITS

D01	T/TH	11:00 AM-12:15 PM
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HIS-121 HISTORY OF WITCHCRAFT AND SUPERSTITION 3 CREDITS

E64	TH	6:00 PM-9:00 PM
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HONORS COURSES

HNR-206 INVENTION TO MARKET: CONCEPT TO COMMERCIALIZATION 3 CREDITS

D01	TH	12:30 PM-3:30 PM
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HNR-215 THE PSYCHOLOGY OF LOVE 3 CREDITS

D01	T	2:00 PM-5:00 PM
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LANDSCAPE DESIGN & MANAGEMENT

LAN-115 PRESENTATION TECHNIQUES 3 CREDITS

D01	M/W/F	9:05 AM-11:00 AM
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LAN-120 TURF MANAGEMENT 2 CREDITS

D01	T/TH	11:00 AM-12:15 PM
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LAN-120L LAB: TURF MANAGEMENT 1 CREDIT

D01	T	12:30 PM-3:15 PM
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LAN-230 PLANT PROPAGATION 2 CREDITS

D01	M/W	1:35 PM-2:25 PM
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LAN-230L LAB: PLANT PROPAGATION 1 CREDIT

D01	M	9:05 AM-12:05 PM
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LAN-235 DIGITAL DESIGN GRAPHICS 2 CREDITS

D01	M/W	2:40 PM-3:30 PM
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LAN-235L LAB: DIGITAL DESIGN GRAPHICS 1 CREDIT

D01	M/W	3:35 PM-4:50 PM
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LAN-240 LANDSCAPE DESIGN 2 1 CREDIT

D01	T	9:30 AM-10:20 AM
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LAN-240L LAB: LANDSCAPE DESIGN 2 2 CREDITS

D01	T	10:30 AM-12:15 PM
D01	TH	9:30 AM-12:15 PM

LAN-250 SUSTAINABLE PEST MANAGEMENT 2 CREDITS

D01	M/W	8:00 AM-8:50 AM
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LAN-250L LAB: SUSTAINABLE PEST MANAGEMENT 1 CREDIT

D01	W	9:05 AM-12:05 PM
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LAN-260 EARTH FORMS AND STRUCTURES 3 CREDITS

D01	T	2:00 PM-4:45 PM
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LAN-260L LAB: EARTH FORMS AND STRUCTURES 1 CREDIT

D01	TH	2:00 PM-4:45 PM
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MANAGEMENT

MGT-101 PRINCIPLES OF MANAGEMENT 3 CREDITS

D01	M/W	10:10 AM-11:00 AM
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D02	M/W/F	11:15 AM-12:05 PM
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D03	T/TH	11:00 AM-12:15 PM
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D84	Online	
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E62	M	6:15 PM-9:15 PM
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E80	Online	7-week Session 1
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E81	Online	7-week Session 2
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MGT-230 BUSINESS ETHICS 3 CREDITS

D80	Online	7-week Session 1
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MGT-240 LEADERSHIP 3 CREDITS

D01	T/TH	9:30 AM-10:45 AM
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MGT-260 ORGANIZATIONAL BEHAVIOR 3 CREDITS

D01	M/W/F	9:05 AM-9:55 AM
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MARKETING

MKT-101 PRINCIPLES OF MARKETING 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
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D02	T/TH	9:30 AM-10:45 AM
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D81	Online	
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E61	W	6:15 PM-9:15 PM
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E80	Online	7-week Session 1
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E81	Online	7-week Session 2
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MKT-230 RETAILING AND RETAIL MANAGEMENT 3 CREDITS

D80	Online	
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MKT-260 CONSUMER BEHAVIOR 3 CREDITS

E81	Online	7-week Session 2
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MATHEMATICS

MAT-078 PRE-ALGEBRA 3 CREDITS

D02	M/W/F	9:05 AM-9:55 AM
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D03	M/W/F	10:10 AM-11:00 AM
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D04	M/W/F	10:10 AM-11:00 AM
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D05	M/W/F	11:15 AM-12:05 PM
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D07	T/TH	9:30 AM-10:45 AM
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D08	T/TH	11:00 AM-12:15 PM
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E61	T	6:00 PM-9:00 PM
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Credit Course Schedule

E63	W	6:15 PM-9:15 PM
E84	Online	

MAT-079	PRE-ALGEBRA FOR MATH SUCCESS	4 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
D01	T/TH	11:00 AM-12:15 PM

MAT-087	ALGEBRA 1	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM 7-week Session 1

MAT-087	ALGEBRA 1	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM 7-week Session 1
D01	M/W/F	8:00 AM-8:50 AM
D03	M/W/F	9:05 AM-9:55 AM
D06	M/W/F	10:10 AM-11:00 AM
D07	M/W/F	10:10 AM-11:00 AM
D10	M/W/F	11:15 AM-12:05 PM
D12	T/TH	8:00 AM-9:15 AM
D14	T/TH	9:30 AM-10:45 AM
D15	T/TH	9:30 AM-10:45 AM
D18	T/TH	11:00 AM-12:15 PM
D19	T/TH	11:00 AM-12:15 PM
D20	T/TH	12:30 PM-1:45 PM
E62	M	6:00 PM-9:00 PM
E63	T	6:15 PM-9:15 PM
E64	T	6:15 PM-9:15 PM
E65	W	6:15 PM-9:15 PM
E80	Online	
E81	Online	
E85	Online	

MAT-089	EXTENDED ALGEBRA 1	4 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D01	T/TH	9:30 AM-10:45 AM

MAT-095	ELEMENTS OF MATHEMATICS	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

MAT-097	ALGEBRA 2	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM 7-week Session 2
D01	M/W/F	11:15 AM-12:05 PM 7-week Session 2
D01	M/W/F	8:00 AM-8:50 AM
D02	M/W/F	9:05 AM-9:55 AM
D03	M/W/F	10:10 AM-11:00 AM
D06	T/TH	8:00 AM-9:15 AM
D07	T/TH	9:30 AM-10:45 AM
D08	T/TH	11:00 AM-12:15 PM
D10	T/TH	12:30 PM-1:45 PM
D12	T/TH	2:00 PM-3:15 PM
E60	TH	5:30 PM-8:30 PM
E61	T	6:00 PM-9:00 PM
E81	Online	
E84	Online	
E86	Online	

MAT-099	EXTENDED ALGEBRA 2	4 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D01	T/TH	9:30 AM-10:45 AM

MAT-100	CONTEMPORARY MATHEMATICAL APPLICATIONS	3 CREDITS
D01	T/TH	8:00 AM-9:15 AM
E80	Online	

MAT-101	MATH IN A MODERN SOCIETY	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

MAT-115	STATISTICS	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM 7-week Session 1
D01	M/W/F	11:15 AM-12:05 PM 7-week Session 1
D01	M/W/F	10:10 AM-11:00 AM 7-week Session 2
D01	M/W/F	11:15 AM-12:05 PM 7-week Session 2
D01	M/W/F	9:05 AM-9:55 AM
D03	M/W/F	10:10 AM-11:00 AM
D04	M/W/F	11:15 AM-12:05 PM
D05	T/TH	8:00 AM-9:15 AM
D07	T/TH	9:30 AM-10:45 AM
D08	T/TH	9:30 AM-10:45 AM
D09	T/TH	11:00 AM-12:15 PM
D10	T/TH	12:30 PM-1:45 PM
D11	M/W/F	11:15 AM-12:05 PM
E61	M	5:30 PM-8:30 PM
E62	TH	6:00 PM-9:00 PM
E80	Online	
E83	Online	
E84	Online	

MAT-122	APPLIED MATHEMATICS 1	3 CREDITS
D02	M/W/F	11:15 AM-12:05 PM
E80	Online	

MAT-124	TECHNICAL MATH 1	4 CREDITS
D01	M/W	1:35 PM-2:50 PM 7-week Session 2
D01	T/TH	12:30 PM-2:10 PM 7-week Session 2
D01	M/W/F	7:40 AM-8:50 AM
D02	M/W/F	8:45 AM-9:55 AM
D03	T/TH	12:30 PM-2:10 PM
E61	TH	5:45 PM-9:30 PM
E80	Online	7-week Session 2
E80	Online	

MAT-125	TECHNICAL MATH 2	4 CREDITS
D01	M/W/F	7:40 AM-8:50 AM
D02	T/TH	12:30 PM-2:10 PM
E61	M	5:45 PM-9:30 PM
E80	Online	

Credit Course Schedule

MAT-126	MATHEMATICAL REASONING	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
E75	M	4:30 PM-7:30 PM

MAT-127	CALCULUS FOR BUS, LIFE AND SOCIAL SCIENCES 1	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
E80	Online	

MAT-130	PRECALCULUS MATHEMATICS	4 CREDITS
D01	M/W/F	7:40 AM-8:50 AM

MAT-131	CALCULUS 1	4 CREDITS
D02	M/W/F	10:10 AM-11:00 AM
D02	T/TH	12:30 PM-1:45 PM

MAT-132	CALCULUS 2	4 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
D01	T/TH	11:00 AM-12:15 PM
D02	T/TH	11:00 AM-12:15 PM
D02	M/W/F	11:15 AM-12:05 PM
E61	MTH	6:00 PM-9:00 PM

MAT-220	DISCRETE STRUCTURES	4 CREDITS
E80	Online	

MAT-233	CALCULUS III	4 CREDITS
D01	M/W/F	11:15 AM-12:05 PM
D01	T/TH	12:30 PM-1:45 PM

MAT-240	LINEAR ALGEBRA	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM

MAT-255	DIFFERENTIAL EQUATIONS	4 CREDITS
D01	T/TH	11:00 AM-12:15 PM
D01	M/W/F	8:00 AM-8:50 AM
E81	Online	

MECHANICAL ENGINEERING TECH

MET-100	ESSENTIALS FOR MANUFACTURING TECHNICIANS	3 CREDITS
D01	M/W	8:00 AM-9:15 AM

MET-101	INTRODUCTION TO ENGINEERING TECHNOLOGY	3 CREDITS
D01	M	1:30 PM-4:00 PM

MET-120	METROLOGY & GEOMETRICS	2 CREDITS
D01	F	9:05 AM-10:45 AM
D02	TH	8:00 AM-9:40 AM
E61	W	5:30 PM-7:40 PM

MET-120L	LAB: METROLOGY & GEOMETRICS	1 CREDIT
D01	W	1:30 PM-4:00 PM
D02	F	1:30 PM-4:00 PM
E61	W	7:45 PM-9:45 PM

MET-121	FUNDAMENTALS OF CMM	2 CREDITS
D01	M	10:30 AM-12:15 PM
D02	T	1:30 PM-3:45 PM

MET-121L	LAB: FUNDAMENTALS OF CMM	1 CREDIT
D01	W	10:30 AM-12:15 PM
D02	TH	1:30 PM-3:45 PM

MET-130	CAM I	3 CREDITS
D01	M	1:30 PM-4:00 PM
D02	W	1:30 PM-4:00 PM
D03	T	10:30 AM-1:00 PM
D04	TH	10:30 AM-1:00 PM

MET-130L	LAB: CAM I	1 CREDIT
D01	W	1:30 PM-4:00 PM
D02	M	1:30 PM-4:00 PM
D03	TH	10:30 AM-1:00 PM
D04	T	10:30 AM-1:00 PM

MET-141	MATERIALS SCIENCE	3 CREDITS
D01	M/W	8:00 AM-9:15 AM
E61	TH	6:00 PM-8:45 PM

MET-150	FUNDAMENTALS OF CNC	2 CREDITS
D01	T	8:00 AM-9:45 AM
E61	T	5:30 PM-7:40 PM

MET-150L	LAB: FUNDAMENTALS OF CNC	1 CREDIT
D01	TH	8:00 AM-10:30 AM
E61	T	7:45 PM-9:45 PM

MET-151	CNC APPLICATIONS	2 CREDITS
D01	TH	8:00 AM-9:45 AM
E61	W	5:00 PM-6:40 PM

MET-151L	LAB: CNC APPLICATIONS	2 CREDITS
D01	M/W	1:30 PM-4:00 PM
E61	W	6:45 PM-9:45 PM
E61		

MET-160	ENGINEERING GRAPHICS WITH SOLID WORKS	2 CREDITS
D01	M	9:30 AM-11:00 AM
E61	TH	5:30 PM-7:40 PM

MET-160L	LAB: ENGINEERING GRAPHICS WITH SOLID WORKS	1 CREDIT
D01	W	9:30 AM-12:00 PM
E61	TH	7:45 PM-9:45 PM

MET-161	SOLID MODELING FOR MECHANICAL DESIGN 1	3 CREDITS
D01	M	9:30 AM-12:00 PM
D02	T	10:00 AM-12:30 PM

MET-161L	LAB: SOLID MODELING FOR MECHANICAL DESIGN 1	1 CREDIT
D01	W	9:30 AM-12:00 PM
D02	TH	10:00 AM-12:30 PM

MET-224	STATICS AND STRENGTH OF MATERIALS	4 CREDITS
D01	T/TH	8:00 AM-9:45 AM
E61	T	6:00 PM-9:45 PM

Credit Course Schedule

MET-227 QUALITY CONCEPTS 2 CREDITS

D01	T	9:55 AM-12:00 PM
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D02	T	1:30 PM-3:35 PM
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MET-227L LAB: QUALITY CONCEPT 1 CREDIT

D01	TH	9:55 AM-12:00 PM
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D02	TH	1:30 PM-4:00 PM
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MET-232 CAM APPLICATIONS 2 3 CREDITS

E61	M	5:30 PM-7:40 PM
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MET-232L LAB: CAM APPLICATIONS 2 1 CREDIT

E61	M	7:50 PM-9:45 PM
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MET-240 MANUFACTURING: PLANNING AND CONTROL 3 CREDITS

E61	M	6:00 PM-9:00 PM
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MET-261 SOLID MODELING FOR MECHANICAL DESIGN 3 CREDITS

E61	W	5:30 PM-7:40 PM
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MET-261L LAB: SOLID MODELING FOR MECHANICAL DESIGN II 1 CREDIT

E61	W	7:45 PM-9:45 PM
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MET-267 ADVANCED ENGINEERING APPLICATIONS 2 CREDITS

D01	M	1:30 PM-3:10 PM
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E61	M	5:30 PM-7:40 PM
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MET-267L LAB: ADVANCED ENGINEERING APPLICATIONS 1 CREDIT

D01	W	1:30 PM-4:00 PM
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E61	M	7:45 PM-9:45 PM
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MET-269 MECHANICAL ENGINEERING SENIOR PROJECT 3 CREDITS

D01	M	8:00 AM-10:30 AM
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MET-269L LAB: MECHANICAL ENGINEERING SENIOR PROJECT 1 CREDIT

D01	W	8:00 AM-10:30 AM
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MEDICAL ASSISTING

MED-100 MEDICAL TERMINOLOGY 1 3 CREDITS

D01	T/TH	11:00 AM-12:15 PM
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D02	M/W/F	9:05 AM-9:55 AM
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D03	M/W/F	10:10 AM-11:00 AM
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D04	M/W/F	11:15 AM-12:05 PM
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D05	T/TH	9:30 AM-10:45 AM
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D06	M/W/F	8:00 AM-8:50 AM
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E80	Online	
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MED-102 HUMAN BODY IN HEALTH AND DISEASE 3 CREDITS

D01	M/W/F	9:05 AM-9:55 AM
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MED-109 ADMINISTRATIVE SKILLS FOR THE MEDICAL ASSISTANT 3 CREDITS

D01	T/TH	9:30 AM-10:45 AM
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MUSIC

MUS-101 MUSIC APPRECIATION 1 3 CREDITS

D01	M/W/F	9:05 AM-9:55 AM
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E80	Online	
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MUS-120 HISTORY OF MUSIC 3 CREDITS

E80	Online	
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MUS-122 HISTORY OF ROCK 3 CREDITS

E80	Online	
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MUS-130 INTRODUCTION TO PIANO 3 CREDITS

D02	M/W/F	10:10 AM-11:00 AM
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D04	M/W/F	1:35 PM-2:25 PM
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MUS-140 VOICE 3 CREDITS

D01	M/W/F	11:15 AM-12:05 PM
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OFFICE INFORMATION TECHNOLOGY

OIT-100 BASIC KEYBOARDING SKILLS 1 CREDIT

D11	M/W	11:15 AM-12:05 PM
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7-week Session 1

D20		7-week Session 2
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D51	M/W/F	11:15 AM-12:05 PM
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E80	Online	
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OIT-110 COMMUNICATIONS/EDITING 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
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OIT-140 CAREER PREPARATION/SOFT SKILLS 1 CREDIT

D10	T/TH	11:00 AM-12:15 PM
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7-week Session 1

D61	T/TH	11:00 AM-12:15 PM
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OIT-200 KEYBOARD SKILLBUILDING 1 CREDIT

D20	T/TH	11:00 AM-12:15 PM
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7-week Session 2

D71	T/TH	11:00 AM-12:15 PM
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OPTICS & PHOTONICS

LEO-100 LAB AND LASER SAFETY 1 CREDIT

D01	M	8:00 AM-8:50 AM
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D01		
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LEO-135 GEOMETRIC OPTICS 2 CREDITS

D01	TH	8:00 AM-9:40 AM
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LEO-135L LAB: GEOMETRICAL OPTICS 1 CREDIT

D01	TH	9:45 AM-12:15 PM
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LEO-140 FIBER OPTIC TECHNOLOGY AND APPLICATIONS 2 CREDITS

D01	W	10:35 AM-12:15 PM
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LEO-140L LAB: FIBER OPTIC TECHNOLOGY AND APPLICATIONS 1 CREDIT

D01	W	1:30 PM-4:00 PM
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Credit Course Schedule

LEO-150	FUNDAMENTALS OF LASERS	2 CREDITS
D01	M	10:35 AM-12:15 PM

LEO-150L	LAB: FUNDAMENTALS OF LASERS	1 CREDIT
D01	M	1:30 PM-4:00 PM

LEO-240	ADVANCED TOPICS IN LASERS	2 CREDITS
D01	TH	12:30 PM-2:10 PM

LEO-240L	LAB: ADVANCED TOPICS IN LASERS	1 CREDIT
D01	TH	2:15 PM-3:05 PM
D01		

LEO-265	SENIOR PROJECTS IN L.E.O.T.	1 CREDIT
D01	T	9:30 AM-10:20 AM

LEO-265L	LAB: SENIOR PROJECTS IN L.E.O.T.	2 CREDITS
D01	TH	9:30 AM-10:30 AM
D01		

PHILOSOPHY

PHL-101	INTRODUCTION TO PHILOSOPHY	3 CREDITS
D03	T/TH	9:30 AM-10:45 AM
D04	T/TH	11:00 AM-12:15 PM
E61	M	6:00 PM-9:00 PM

PHL-110	WORLD RELIGIONS	3 CREDITS
E80	Online	
E81	Online	

PHL-120	CRITICAL THINKING	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D02	M/W/F	11:15 AM-12:05 PM
D03	M/W/F	10:10 AM-11:00 AM
D04	T/TH	11:00 AM-12:15 PM
D05	T/TH	2:00 PM-3:15 PM
E64	TH	5:00 PM-8:00 PM
E80	Online	

PHL-220	ETHICS IN CRIMINAL JUSTICE	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM
E80	Online	

PHL-255	ETHICS IN SOCIAL WORK AND HUMAN SERVICES	3 CREDITS
D01	M/W/F	9:05 AM-9:55 AM
D80	Online	

PHYSICS

PHY-105	PHYSICAL SCIENCE 1	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM

PHY-105L	LAB: PHYSICAL SCIENCE 1	1 CREDIT
D01	T	2:00 PM-4:30 PM

PHY-116	PHYSICS OF GREEN ENERGY	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

PHY-116L	LAB: PHYSICS OF GREEN ENERGY	1 CREDIT
D01	TH	2:00 PM-4:30 PM

PHY-118	INTRODUCTION TO LIGHT AND LASERS	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

PHY-118L	LAB: INTRODUCTION TO LIGHT & LASERS	1 CREDIT
D01	T	2:10 PM-4:40 PM

PHY-221	PHYSICS 1	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM
D02	M/W/F	9:05 AM-9:55 AM
E80	Online	

PHY-221L	LAB: PHYSICS 1	1 CREDIT
D01	M	1:35 PM-4:05 PM
E80	M	5:45 PM-8:45 PM

PHY-231	CLASSICAL PHYSICS 1	3 CREDITS
D01	W	1:30 PM-2:20 PM
D01	M/W/F	9:05 AM-9:55 AM
E51	M	5:30 PM-9:00 PM

PHY-231L	LAB: CLASSICAL PHYSICS 1	1 CREDIT
D01	T	2:00 PM-4:30 PM
E51	W	5:30 PM-9:00 PM

PHY-232	CLASSICAL PHYSICS 2	3 CREDITS
D01	F	1:35 PM-2:25 PM
D01	M/W/F	10:10 AM-11:00 AM
D02	TH	2:00 PM-4:30 PM

POLITICAL SCIENCE

PSC-101	AMERICAN GOVERNMENT & POLITICS I	3 CREDITS
D01	F	9:05 AM-9:55 AM
D01	M/W	9:05 AM-9:55 AM

PSC-102	STATE AND MUNICIPAL GOVERNMENT	3 CREDITS
E20	Hybrid/M/W/F	1:35 PM-2:25 PM 7-week Session 2

PSYCHOLOGY

PSY-101	GENERAL PSYCHOLOGY	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
D02	M/W/F	9:05 AM-9:55 AM
D03	M/W/F	9:05 AM-9:55 AM
D04	M/W/F	10:10 AM-11:00 AM
D05	M/W/F	11:15 AM-12:05 PM
D06	M/W/F	1:35 PM-2:25 PM
D07	M/W/F	2:40 PM-3:30 PM
D08	T/TH	8:00 AM-9:15 AM
D09	T/TH	9:30 AM-10:45 AM
D10	T/TH	9:30 AM-10:45 AM

Credit Course Schedule

D11	T/TH	11:00 AM-12:15 PM
D12	T/TH	12:30 PM-1:45 PM
E60	W	4:00 PM-7:00 PM
E61	M	6:00 PM-9:00 PM
E64	TH	6:00 PM-9:00 PM
E65	S	9:00 AM-12:00 PM
E81	Online	
E82	Online	
E84	Online	
E85	Online	

PSY-101H	HONORS GENERAL PSYCHOLOGY	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

PSY-200	CHILD PSYCHOLOGY	3 CREDITS
D01	T/TH	11:00 AM-12:15 PM

PSY-210	LIFESPAN HUMAN GROWTH AND DEVELOPMENT	3 CREDITS
D03	M/W/F	10:10 AM-11:00 AM
D04	M/W/F	11:15 AM-12:05 PM
E61	M	6:00 PM-9:00 PM
E64	TH	5:30 PM-8:30 PM
E80	Online	
E81	Online	

PSY-215	THEORIES OF PERSONALITY	3 CREDITS
E80	Online	

PSY-220	ADOLESCENT PSYCHOLOGY	3 CREDITS
D01	T/TH	12:30 PM-1:45 PM
E80	Online	

PSY-222	GERONTOLOGY	3 CREDITS
D01	M/W/F	1:35 PM-2:25 PM

PSY-225	COGNITIVE PSYCHOLOGY: LEARNING & MEMORY	3 CREDITS
E80	Online	

PSY-230	PRINCIPLES OF NORMAL/ ABNORMAL BEHAVIOR	3 CREDITS
D03	M/W/F	11:15 AM-12:05 PM
D04	T/TH	9:30 AM-10:45 AM
E64	TH	6:00 PM-9:00 PM
E81	Online	

PSY-240	INTRO TO FORENSIC PSYCHOLOGY	3 CREDITS
E80	Online	

PSY-245	RESEARCH METHODOLOGY	3 CREDITS
D01	M/W/F	1:35 PM-2:25 PM

PSY-260	FIELD PRACTICUM	3 CREDITS
D01	F	1:35 PM-2:25 PM

SIGN LANGUAGE

ASL-101	AMERICAN SIGN LANGUAGE 1	3 CREDITS
E80	Online	

ASL-102	AMERICAN SIGN LANGUAGE 2	3 CREDITS
E80	Online	

SOCIOLOGY

SOC-101	INTRODUCTION TO SOCIOLOGY	3 CREDITS
D01	M/W/F	8:00 AM-8:50 AM
D03	M/W/F	9:05 AM-9:55 AM
D04	M/W/F	9:05 AM-9:55 AM
D06	M/W/F	10:10 AM-11:00 AM
D07	M/W/F	10:10 AM-11:00 AM
D08	M/W/F	11:15 AM-12:05 PM
D11	T/TH	8:00 AM-9:15 AM
D14	T/TH	9:30 AM-10:45 AM
D17	Hybrid/T/TH	11:00 AM-12:15 PM
D20	Hybrid/T/TH	9:30 AM-10:45 PM 7-week Session 2

D80	Online	
E61	M	6:00 PM-9:00 PM
E63	W	6:00 PM-9:00 PM
E81	Online	
E83	Online	
D01	M/W/F	10:10 AM-11:00 AM

SOC-102	INTRO TO SOCIAL WORK	3 CREDITS
D01	T/TH	9:30 AM-10:45 AM
D02	T/TH	11:00 AM-12:15 PM
E62	T	5:30 PM-8:30 PM

SOC-110	SEXUALITY & SOCIETY: THE SOCIAL ORGANIZATION/SEXUALITY	3 CREDITS
D01	M/W/F	11:15 AM-12:05 PM

SOC-200	SOCIAL PROBLEMS	3 CREDITS
D07	T/TH	11:00 AM-12:15 PM

SOC-210	RACE AND SOCIETY	3 CREDITS
D80	Online	

SOC-220	URBAN SOCIOLOGY	3 CREDITS
D01	M/W/F	10:10 AM-11:00 AM

Credit Course Schedule

SPANISH

SPN-101 ELEMENTARY SPANISH 1 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
D02	T/TH	9:30 AM-10:45 AM
D03	T/TH	12:30 PM-1:45 PM

SPN-102 ELEMENTARY SPANISH 2 3 CREDITS

D01	M/W/F	10:10 AM-11:00 AM
D02	T/TH	11:00 AM-12:15 PM
E61	M	6:00 PM-9:00 PM

**SPN-121 CONVERSATIONAL SPANISH-
MEDICAL PERSONNEL 3 CREDITS**

D01	M/W/F	11:15 AM-12:05 PM
E64	TH	6:00 PM-9:00 PM

SPN-210 PROFESSIONAL WRITING IN SPANISH 3 CREDITS

E80	Online	
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SPEECH

**ENG-105 FUNDAMENTALS OF
ORAL COMMUNICATION 3 CREDITS**

D01	M/W/F	9:05 AM-9:55 AM
D02	Hybrid/M/W	10:10 AM-11:00 AM
D03	M/W/F	11:15 AM-12:05 PM
D04	T/TH	9:30 AM-10:45 AM
D06	T/TH	12:30 PM-1:45 PM
D20	Hybrid/M/W/F	9:05 AM-9:55 AM 7-week Session 2
E64	TH	6:00 PM-9:00 PM

THEATER

**ENG-250 THEATRE TODAY:
READING & APPRECIATING 3 CREDITS**

D01	M/W/F	10:10 AM-11:00 AM
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THR-101 FUNDAMENTALS OF ACTING 3 CREDITS

D01	T/TH	11:00 AM-12:15 PM
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THR-211 COLLEGE THEATRE WORKSHOP 1 3 CREDITS

D01	T/TH	12:30 PM-1:45 PM
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Credit Course Descriptions

PREREQUISITE: previous course required

COREQUISITE: course or lab required at same time as this one.

ACCOUNTING

ACC-101 ACCOUNTING 1 4 CREDITS

An introductory course designed to present to the student the concepts and principles of financial accounting. The fundamental techniques of the basic accounting system and the accounting cycle for service and merchandise concerns are examined. Additionally, topics such as specialized journals, cash controls, Sarbanes-Oxley Act, accounts and notes receivable, inventory, property, plant and equipment are discussed. PREREQUISITE: Student must place into DRG-092 and MAT-073 or higher level.

ACC-102 ACCOUNTING 2 4 CREDITS

This course is designed to complete the study of financial accounting. The course will cover a limited discussion of partnerships, and a thorough coverage of corporations including formation, issuance of stock, dividend and related topics. Corporate bonds issues, investments, the statement of cash flow, liabilities, and statement analysis are other topics discussed in the course. Budgeting will be examined. PREREQUISITE: ACC-101 (minimum grade C-)

ACC-106 FINANCIAL ACCOUNTING 4 CREDITS

An introductory course designed to present to the student the concepts and principles of financial accounting. The fundamental techniques of the basic accounting system and the accounting cycle for service and merchandise concerns are examined. Additionally, topics such as cash controls, Sarbanes-Oxley Act, accounts and notes receivable, inventory, property, plant and equipment, current and long-term liabilities, and the statement of cash flow are discussed. PREREQUISITE: DWT-099 or DRG-092 and MAT-073 or MAT-074 or higher level on placement tests.

ACC-230 COMPUTERIZED ACCOUNTING 3 CREDITS

This course is designed to enhance the student's knowledge and capability in the accounting field by providing the student with the opportunity to complete all the steps in the accounting cycle using actual accounting software packages. Electronic spreadsheets will be used for analysis and record keeping. System design, theory and controls will also be examined. PREREQUISITE: ACC-102 and CMP-106

ACC-260 MANAGERIAL ACCOUNTING 3 CREDITS

This course provides an introduction to the internal uses of accounting for management planning and control. The point of view will be on the use rather than the construction of accounting data. Areas of study include cost concepts and techniques, cost volume-profit analysis, master budgeting, relevant cost analysis, and capital budgeting. In addition, one hour a week will be spent completing managerial problems using spreadsheet applications. PREREQUISITE: ACC-102 or ACC-106 (minimum grade C-)

ANTHROPOLOGY

SOC-105 INTRODUCTION TO ANTHROPOLOGY 3 CREDITS

A general introduction to social and cultural anthropology which will explore among the diverse cultures of the world some of the possible variations in technology, economics, social and political organization, art, religion, and ideology. Each year the world grows smaller in each area of communication, transportation, and general economic interdependence. However, an understanding of cultural differences among the people of the world is often lacking. Cultural anthropology provides a systematic description and comparison of the ways of life of groups of people throughout the world. An appreciation of the solutions to human problems developed by other cultures allows not only greater perception of our own way of life, but also of the values and goals of others. The fundamental objective of this course is to provide insight into various ways that people respond to basic needs. PREREQUISITE: DRG-091 (minimum grade C-) or placement at higher level on the reading placement test.

ARCHITECTURE & BUILDING TECHNOLOGY

ABT-125 ARCHITECTURAL CAD 2 CREDITS (+1 LAB CREDIT)

This course is an introduction to the dynamic world of Computer Aided Design (CAD) using AutoCAD. Students will learn the terminology, capabilities, and operation of this powerful design tool. Students will develop a portfolio of architectural drawings, including floor plans, elevations, sections and details for a light commercial building. Drafting fundamentals and the use of orthographic projection will be reviewed. Students will also be introduced to PowerPoint and learn to use this software to create professional quality presentations. COREQUISITE: ABT-125L

ABT-135 ARCHITECTURAL CAD 2 2 CREDITS (+1 LAB CREDIT)

ABT-135 is a continuation of ABT-125 and expands the student's knowledge of the Architectural Design field by using software programs such as Revit(C) Architecture. The student will learn to create virtual 3D models of houses and light commercial buildings. Students will transfer information from the virtual model which they have created to a working set of drawings with site plan, elevations, floor plans and building sections along with window and door schedules. Students will work with BIM (Building Information Modeling) software and use this program to create a BIM compliant project. PREREQUISITE: ABT-125; COREQUISITE: ABT-135L

ABT-150 ARCH DESIGN 1: DESIGN PROCESS 2D 2 CREDITS (+2 LAB CREDITS)

An introduction to architectural design and technical Drawing techniques used to develop working drawings for Architectural projects. This course is the cornerstone course for all future architectural course work. Emphasis is on Residential design/ construction and will use orthographic Projection (multi-view drawings) for floor plans, elevations, Sections, kitchen plans and interior elevations, furniture Plans and lighting/electrical plans. Students will have the Opportunity to design their own

Credit Course Descriptions

“vacation” homes, learn the Fundamentals of blueprint reading and use the blueprint Process to generate their own plans. The Massachusetts state Building code will be introduced. Students will develop a Portfolio of drawings that will be used as part of the Portfolio requirement for future architectural course work and professional placement. Instructional time: 2 lecture and 6 lab hours. COREQUISITE: ABT-150L

ABT-155 ARCHITECTURAL DESIGN 2: DESIGN PROCESS 3D 2 CREDITS (+1 LAB CREDIT)

This course will be an introduction to three-dimensional (3D) design principally in the field of architecture. It will also serve as a survey to 3D design in a range of fields from product design to interior design. Projects will be represented graphically using isometric and perspective drawing techniques. This course is intended to provide the aesthetic and technical foundations needed to produce works in three dimensions. Models and other 3D projects will be constructed. Emphasis will be placed on problem solving, planning, and constructing 3D forms in various materials, while exploring traditional and non-traditional possibilities of visual expression through 3D projects. Instructional time: 2 lecture and 3 lab hours. COREQUISITE: ABT-155L

ABT-255 ARCHITECTURAL DESIGN 4: PORTFOLIO CAPSTONE PROJECT 2 CREDITS (+2 LAB CREDITS)

This course will serve as a capstone experience for the Architecture and Building Technology program. In this course the student will be encouraged to use artistic expression, creative thinking and problem solving skills to design an original architectural project. The student will develop presentation skills using presentation elevations and plans as well as isometric, one-point and two-point perspective drawings. Students will be required to assemble a portfolio of their projects from this class as well as projects from previous design related studies. A final project presentation will be given to the class and invited architectural professionals. Two lecture and 6 laboratory hours. PREREQUISITE: ABT-250; COREQUISITE: ABT-255L

ARTS

ART-101 INTRO TO ART: BASIC DESIGN 2 CREDITS (+1 STUDIO CREDIT)

This studio course is an introduction to the basic concepts in two-dimensional design, providing a foundation to engage in the creative process. Students will learn and apply technical skills, problem solving methods and visual design principals common in art and design. No previous art background is required. Five in-class hours weekly. COREQUISITE: Take ART-101L

ART-102 BASIC DRAWING 2 CREDITS (+1 STUDIO CREDIT)

This studio course is an introduction to a variety of materials, techniques, and concepts used in observational drawing. Emphasis is placed on developing each student's individual drawing strengths and making the student critically aware of a wide range of drawing techniques. No previous art background is required. Five in-class hours weekly. COREQUISITE: Take ART-102L

ART-103 BASIC DESIGN 2 2 CREDITS (+1 STUDIO CREDIT)

This intermediate studio course focuses on color theory in art and design. Students will become critically aware of the way artists influence the viewer with color through a series of projects focusing on various materials, mediums, technical processes, and aesthetic principles common in art. Five in-class hours weekly. PREREQUISITE: ART-101; COREQUISITE: Take ART-103L

ART-104 DRAWING COMPOSITION 2 CREDITS (+1 STUDIO CREDIT)

This intermediate studio course is a continuation of Drawing 1. Emphasis will be placed on developing dynamic compositions, perceptual awareness, and critical self-evaluation, as means towards growth in one's abilities in visual self-expression. Five in-class hours weekly. PREREQUISITE: ART-102; COREQUISITE: Take ART-104L

ART-121 ART HISTORY: RENAISSANCE TO MODERN 3 CREDITS

Art History: Renaissance to Modern, is a survey of the major visual arts of the world, from the Renaissance to the Modern era. Emphasis is placed upon understanding the impulse behind the artist's creative expression and the link between the paintings, sculpture, and architecture of each area and the culture in which they were produced.

ART-123 ART AND CULTURE 3 CREDITS

This lecture course uses art as a lens through which to interpret a number of different cultures throughout the world. Throughout the semester we will explore customs, spiritual practices, social structures, and political influences as they are reflected through art.

ART-124 THE CREATIVE ART OF STRUCTURES 3 CREDITS

Learn how to interpret and understand the built environment through technical, visual, and social analysis and critique of bridges, tall buildings, and structural designers. The Creative Art of Structures is a modern history of structural engineering through the lens of excellence in design. In a survey of some of the world's most iconic structures-towers, tall buildings, bridges, and thin concrete shells-structural engineering will be presented as an art form rather than just a technical endeavor. Innovative structures will be studied from engineering, architectural, cultural, and social perspectives. Structural engineers including bridge engineers Eiffel, Roebling, Robert Maillart, Christian Menn, and Othmar Ammann will be featured, as will tall building engineer Fazlur Khan and thin shell designers Dieste, Candela, and Isler. PREREQUISITE: DWT-099 (minimum grade of C-) or placement at college-level english and MAT-097 (minimum grade of C-) or placement at college-level Math.

ART-140 PRINTMAKING 1 2 CREDITS (+1 STUDIO CREDIT)

This studio course is an introduction to the materials, processes, and aesthetic considerations in relief printmaking. Students will create a series of woodblock prints that emphasize individual expression, technical development, principles of pictorial composition and visual representation. No previous art background is required. Five in-class hours weekly. COREQUISITE: Take ART-140L

Credit Course Descriptions

ART-150 INTRODUCTION TO PHOTOGRAPHY **2 CREDITS (+1 STUDIO CREDIT)**

This studio course is an introduction to the materials, processes, and aesthetic considerations in traditional black and white darkroom photography using conventional 35mm film cameras. Students will shoot, develop, and print a series of photographs focusing on individual expression, technical development, and principles of pictorial composition. Students are required to have access to their own 35mm manually operated camera. No previous art background is required. Five in-class hours weekly. COREQUISITE: Take ART-150L

ART-160 EXPERIMENTAL COMPUTER IMAGING I **3 CREDITS (+1 STUDIO CREDIT)**

This studio course is an introduction to the materials, processes, and aesthetic considerations involved in the integration of the computer into the creative process of image production. Students use related computer software to transform digitized images, culminating in a portfolio of computer-generated images that emphasize individual expression, technical development, principles of pictorial composition and visual representation. Five in-class hours weekly. No previous art background is required. COREQUISITE: ART-160L

ART-205 3D DESIGN **2 CREDITS (+1 STUDIO CREDIT)**

This intermediate studio course covers the materials, processes, and aesthetic considerations in three-dimensional design and sculpture. Students will create a series of sculptures that will emphasize individual expression within the framework of technical development, problem solving, and construction of three-dimensional art in various materials. No prerequisite. Five in-class hours weekly. COREQUISITE: Take ART-205L

ART-206 FIGURE DRAWING **2 CREDITS (+1 STUDIO CREDIT)**

This studio course is an introduction to the materials, processes, and aesthetic considerations in observational drawings of the human figure. Students will create a series of figure drawings that emphasize technical development, principles of pictorial composition and visual representation of the human form. Basic drawing is helpful, but not a prerequisite. Five in-class hours weekly. COREQUISITE: Take ART-206L

ART-240 PRINTMAKING 2 **2 CREDITS (+1 STUDIO CREDIT)**

Printmaking 2 is a continuation of Printmaking 1, with an emphasis on expanding the student's visual vocabulary and engaging in sophisticated strategies for generating and developing concepts and imagery with a variety of woodblock printmaking techniques. Five in-class hours weekly. PREREQUISITE: ART-140; COREQUISITE: ART-240L

BIOLOGICAL SCIENCE

BIO-101 PRINCIPLES OF BIOLOGY 1 **3 CREDITS (+1 LAB CREDIT)**

Principles of Biology is an introductory course designed to meet the needs of the student who has no background in chemistry or biology. This is a first part of a two-semester presentation of the basic concepts of life science for the transfer student who does not wish to major in science, and for the health career program candidate for whom

biology is a prerequisite. The first semester provides an introduction to fundamental biological concepts including: the modern concept of life the structure and function of cells, biochemistry, cell reproduction, patterns of inheritance, and modern cell theory. PREREQUISITE: MAT-073 or MAT-078 (minimum grade C-) or placement at MAT-081 or higher. DRG-091 (minimum grade C-) or placement at DRG-092 or higher; COREQUISITE: BIO-101L

BIO-103 NATURAL SCIENCE FOR EARLY CHILDHOOD EDUCATION **4 CREDITS**

This course is designed to provide a basic background in zoology, botany, ecology, and environmental science. The course is designed to provide potential pre-school teachers the science foundation necessary to develop programs for their students. The class meets for four hours of lecture per week.

BIO-104 HUMAN BIOLOGY 1 **3 CREDITS (+1 LAB CREDIT)**

This biology course, which is required by some health related programs but is open to other students, provides a basic knowledge of the structure and function of the human body. It integrates the study of anatomy and physiology with basic chemistry and microbiology and diseases relating to malfunctioning of these systems. Units studied include: chemistry, cells, tissues, microbiology, and skeletal, muscle, and nervous systems. All units are accompanied by appropriate laboratory studies and procedures. COREQUISITE: BIO-104L

BIO-105 HUMAN BIOLOGY 2 **3 CREDITS (+1 LAB CREDIT)**

As a continuation of Human Biology 1, this course includes the study of special sense organs, and endocrine, circulatory, digestive, respiratory, urinary and reproductive systems. Laboratory procedures are stressed in hematology, the cardiovascular system, and the urinary system, accompanied by dissection of appropriate animal specimens and microscopic studies. PREREQUISITE: BIO-104; COREQUISITE: BIO-105L

BIO-106 PRINCIPLES OF INFECTIOUS DISEASE **3 CREDITS**

Principles of Infectious Disease will provide a broad understanding of the biology of pathogenic (disease causing) organisms and their impact on human health. Designed for the non-biologist, the course will begin with some basic aspects of cell biology before moving on to the major groups of pathogens and their characteristics. Through looking at examples from each group, students will be engaged in the exploration of how pathogenic organisms infect individuals and their effects at the level of the cell, organ, organ system and whole organisms. Molecular mechanisms of infection and effects of disease causing organisms will be discussed. Additional attention will be paid to prevention of disease for the individual as well as strategies and responses that public health agencies use to manage and prevent disease. Several examples of common human pathogens and their biology will be explored in detail while historical examples of disease outbreaks and their epidemiology will be discussed. Written and oral presentation of student work will be an integral part of the course. PREREQUISITE: MAT-073 or MAT-078 (minimum grade C-) or placement at MAT-081 or higher. DRG-091 (minimum grade C-) or placement at DRG-092 or higher.

Credit Course Descriptions

BIO-107 WORLD FOOD HABITS AND SUSTAINABILITY **3 CREDITS (+1 LAB CREDIT)**

This course reviews the evolution of world food habits from their earliest beginnings to the present. It will present the biological and environmental perspectives to global food systems. World dietary patterns will be examined with respect to human evolution and the influence of socialization and acculturation. The course will discuss the world revolutions that shaped current landscapes in food production and food science. Understanding the environmental sustainability of agricultural production and processing will be a vital component of this course. Special emphasis will be made on current trends in food biotechnology, fermented foods, functional foods and the effect of climate change on food production and world food habits. By the end of the course students should also have a better understanding of their own food choices. COREQUISITE: BIO-107L

BIO-109 FORENSIC BIOLOGY 3 CREDITS (+1 LAB CREDIT)

This course will introduce students to the principles and techniques of Forensic Biology with a strong emphasis on the basic underlying biology. Material will include crime scene investigation and the recognition, collection, preservation and analysis of biological evidence. Given their importance in contemporary forensic biology, particular emphasis will be placed on the principles of DNA analysis and immunology. The goal of this course will be to introduce students to important biological concepts such as cell biology, molecular biology and immunology while also using these concepts to explore the science of Forensic Biology. COREQUISITE: BIO-109L

BIO-112 THE BIOLOGY OF HYDROPONICS 3 CREDITS

As an introduction to the biological basis of hydroponics, the Biology of Hydroponics will use the science of hydroponics as a vehicle for exploring how plants grow and develop. Students will learn basic plant biology, cell physiology, plant structure and function, nutrient requirements and environmental requirements and will apply this knowledge to understanding the design of agricultural hydroponic systems and how they provide what plants need to grow and thrive with some widely grown hydroponic species (e.g. tomatoes, and greens) used to provide examples of specific hydroponic systems. Written and oral presentation of student work will be an integral part of this course. PREREQUISITE: MAT-073 or MAT-078 (minimum grade C-) or placement at MAT-081 or higher. DRG-091 (minimum grade C-) or placement at DRG-092 or higher.

BIO-113 GENERAL BOTANY 3 CREDITS (+1 LAB CREDIT)

Examines basic botanical concepts with the emphasis on vascular plant anatomy, physiology, reproduction and ecology. Fungi, non-vascular and seedless vascular plants will also be examined. Three lecture and three lab hours. Required for the Landscape Design and Management Technology program, but open to all students. COREQUISITE: BIO-113L

BIO-114 BIOCHEMISTRY 3 CREDITS

An introduction to biochemical principles. Emphasis is on the major metabolic pathways, the mechanisms of enzyme action, bioenergetics and the role of hormones and other regulatory substances.

BIO-115 NUTRITION 3 CREDITS

Application of nutrition principles in the planning, selection and preparation of foods to meet one's physical, social and economic needs. Discussion of current issues such as vegetarianism, health foods, fad diets, weight control, food additives/preservatives, nutrition labeling, stretching the food dollar, and safe food handling will be presented.

BIO-120 BASICS OF ANATOMY AND PHYSIOLOGY **3 CREDITS (+1 LAB CREDIT)**

This one-semester course combines a series of lectures and laboratory work designed to provide a student with a basic understanding of the structure and function of the human body. It is designed to meet the needs of students with no background in chemistry or biology but who wish to gain a general knowledge in this area. Basic chemistry, cell and tissue structure, and all body systems will be studied with appropriate laboratory work. COREQUISITE: BIO-120L

BIO-141 FUNDAMENTALS OF ENVIRONMENTAL BIOLOGY **3 CREDITS (+1 LAB CREDIT)**

This lab course is designed to meet the needs of the non-science major. The first half of the course introduces basic ecologic principles such as energy flow through ecosystems, food webs, nutrient cycling, population growth and natural selection. The second half of the course addresses many of the environmental problems currently facing humans. Topics discussed include human population dynamics, natural resource consumption, loss of biological diversity, deforestation, habitat loss, endangered species and environmental laws. COREQUISITE: BIO-141L

BIO-142 CONSERVATION BIOLOGY **3 CREDITS (+1 LAB CREDIT)**

Conservation Biology is a 3-credit laboratory course designed for students requiring a laboratory science course (the BIO-142L lab is a required co-requisite). Conservation biology is the science of protecting species from declines and extinction by emphasizing habitat and ecosystem preservation. Topics discussed in lecture and laboratory include biological diversity and its distribution; threats to biological diversity; habitat degradation, fragmentation and loss; impacts of invasive species; overexploitation of species; environmental laws and policy; conservation priorities and reserve design; and the importance of a biologically diverse planet to humanity. The course meets for three hours of lecture and three hours of laboratory per week. COREQUISITE: BIO-142L

BIO-201 BIOLOGY 1 3 CREDITS (+1 LAB CREDIT)

Geared to the prospective science major, the first semester of this course provides an introduction to the methods of science followed by a discussion of the molecular basis of biology and the architecture of cells and tissues. Consideration is then given to the central energy pathways-cellular respiration and photosynthesis. An in-depth coverage of cellular reproduction, classical and molecular genetics follows. PREREQUISITE: DWT-099 (minimum grade of C-) or placement at college-level English; COREQUISITE: BIO-201L

Credit Course Descriptions

BIO-202 BIOLOGY 2 3 CREDITS (+1 LAB CREDIT)

A continuation of General Biology 1, in which the general morphology and physiology of representatives from all the major kingdoms are discussed. Considerable attention is given to the study of the vascular plant body and vertebrate systems. PREREQUISITE: BIO-201; COREQUISITE: BIO-202L

BIO-231 ANATOMY & PHYSIOLOGY 1 3 CREDITS (+1 LAB CREDIT)

A comprehensive study of the structure and function of the human body, to serve as a background for the application of scientific principles in both everyday life and the work of various health disciplines. Laboratory practice includes the study of tissues by using microscopic examinations and the dissection of animal specimens, along with physiological experimentation. Units covered are concerned with general introductory material, the skeleton, muscles and the nervous system. PREREQUISITE: DRG-092 or DWT-099 or placement at college-level English or Reading. BIO-101 or BIO-201 (minimum grade of C+) or MAT-097 (minimum grade of C-); COREQUISITE: BIO-231L

BIO-232 ANATOMY & PHYSIOLOGY 2 3 CREDITS (+1 LAB CREDIT)

A continuation of Anatomy & Physiology 1 concentrating on circulatory, respiratory, digestive, urinary, endocrine, and reproductive systems. Laboratory sessions are included. Emphasis is placed on association, correlation, critical thinking and overview of the body as a whole. PREREQUISITE: BIO-231 (minimum grade C-); COREQUISITE: BIO-232L

BIO-235 MICROBIOLOGY 3 CREDITS (+1 LAB CREDIT)

A basic study of microorganisms, their structure, growth processes, and control. The concepts of infection, immunity and hypersensitivity precede the survey of the microbiology of major infectious diseases. The course meets for three hours of lecture and three hours of laboratory per week. PREREQUISITE: DRG-092 or DWT-099 or placement at college-level English or Reading. BIO-101 or BIO-201 (minimum grade of C+) or MAT-097 (minimum grade of C-). BIO-231 recommended; COREQUISITE: BIO-235L

BIO-240 SECTIONAL ANATOMY 2 CREDITS (+1 LAB CREDIT)

An examination of human topical and sectional anatomy to enable the student to identify the structure seen in each plane and to relate any portion of the anatomy to the body as a whole. Emphasis will be placed on anatomy correlation to medical imaging. PREREQUISITE: BIO-231, BIO-232 or BIO-120; COREQUISITE: BIO-240L

BIO-265 CELL BIOLOGY 3 CREDITS (+1 LAB CREDIT)

This course provides an exploration into the structure, functions, and specializations of the cell. The lectures delve into how the cellular components provide for the diverse functions of cells. The concepts discussed include regulation of membranes permeability, enzyme function, second messenger systems, protein synthesis and modifications, specialized cells such as neurons, and cancer cells. The laboratory portion exposes students to current research techniques including histology, ion-exchange chromatography,

SDS-PAGE, Western blotting, cell culture, and immunocytochemistry. PREREQUISITE: BIO-201 and CHM-111 (minimum grade C-); COREQUISITE: BIO-265L

BIOTECHNOLOGY

BIO-264 BIOTECHNOLOGY 3 CREDITS (+1 LAB CREDIT)

An in-depth exploration of the field of biotechnology, designed to familiarize students with research and production techniques commonplace within the biotechnology industry. The concepts discussed in the lecture component of the course (BIO-264) include the history of biotechnology, structure and properties of DNA, control of gene expression, recombinant DNA techniques, large scale production of recombinant proteins, and transgenics. In the laboratory component of the course (BIO-264L) experiments are designed to complement and demonstrate the major concepts presented in lecture and offer hands-on experience with contemporary biotechnology laboratory skills including Good Manufacturing Practices (GMP); Good Laboratory Practices (GLP), documentation; lab calculations and solution prep; aseptic technique; cell culture, analysis and purification of DNA and proteins, and pharmaceutical production. PREREQUISITE: BIO-201, CHM-111 or permission of instructor; COREQUISITE: BIO-264L;

BUSINESS ADMINISTRATION

BUS-105 INTRODUCTION TO PERSONAL FINANCE 3 CREDITS

Foundations of financial planning are presented to prepare students to make informed choices in a consumer decision-making framework that leads to long-term financial security. Students learn to identify and evaluate choices and understand the consequences of their decisions. Topics include an overview of financial goal setting, budgeting, consumer buying, savings, credit cards, debt, student loans, investments, real estate, insurance and retirement planning.

BUS-222 BUSINESS DECISION TOOLS 3 CREDITS

Students will create and format worksheets primarily using MS Excel; other spreadsheet tools will be introduced. Basic worksheet concepts such as applying font styles, setting margins, modifying cell contents, inputting formulas/functions, and creating various charts will be covered. Advanced topics to be introduced include functions (financial, text, statistical, logical), lookup tables, pivot tables, what-if analysis, macros, templates, and managing workbooks. Business decision products will be introduced, including Microsoft Excel Add-ins, MS Access, data analytics, data mining, business intelligence, and dashboards. Emphasis will be placed on reading data and on assessing the story that is being told by the data.

ENT-250 SMALL BUSINESS SEMINAR 3 CREDITS

This course is designed to expose the student to the challenges of starting, operating, and evaluating the effectiveness of the small business. Major topics studied include entrepreneurial opportunities, the preparation of a business plan, small business marketing, and the management of small business operations. Financial and

Credit Course Descriptions

administrative controls will be emphasized. The course will be outlined and taught on a case study basis to apply the principles and techniques to the corresponding cases study basic to apply the principles and techniques to the corresponding cases in the text. PREREQUISITE: ACC-101, ENT-101, FIN-101

FIN-101 INTRODUCTION TO FINANCE 3 CREDITS

This course is designed to acquaint the student with the manner in which the financial system functions and with the techniques used to reach financial decisions. Major topics to be studied include the nature of money and financial institutions, central banking, securities markets, managing and financing of organizational assets. Special emphasis is given to financial decision-making. PREREQUISITE: ACC-101 or ACC-106

LAW-214 BUSINESS LAW ESSENTIALS 3 CREDITS

The primary purpose of this course is to help the student develop an understanding of the legal environment as it affects businesses and business transactions and to help provide the student with the critical thinking skills needed to make sound business decisions. The course will deal with such areas as our legal system, contracts and sales, business forms and formation, torts, property rights and the employment relationship. PREREQUISITE: ENG-101

CHEMISTRY

CHM-101 SURVEY OF CHEMISTRY 1 3 CREDITS (+1 LAB CREDIT)

This course can satisfy the science requirement for non-science majors. A survey of topics in inorganic chemistry including: problem solving strategies with emphasis in the use of dimensional analysis (conversion factors); atomic and molecular structure; periodic properties; stoichiometry; gas laws; acid-base behavior; solutions; nomenclature; chemical bonding; Lewis structures. Three one-hour lectures and one three-hour lab per week. PREREQUISITE: MAT-089, MAT-083 or MAT-087 (minimum grade of C-), or placement at MAT-097 or higher; COREQUISITE: CHM-101L

CHM-111 GENERAL CHEMISTRY 1 3 CREDITS (+1 LAB CREDIT)

This course is for science majors, engineers, and students transferring to pre-med, pre-vet, pre-dental or pharmacy programs. Critical thinking is stimulated through the solution of multi-step problems. Topics include: dimensional analysis; atomic, molecular and electronic structure; stoichiometry solubility; precipitation and redox reactions; gases; periodic table and periodic trends; thermochemistry. Three one-hour lectures and one three-hour lab per week. PREREQUISITE: 1 year of HS chemistry or physics, and MAT-097 or placement at college-level math; COREQUISITE: CHM-111L

CHM-112 GENERAL CHEMISTRY 2 3 CREDITS (+1 LAB CREDIT)

A continuation of CHM-111. Critical thinking is stimulated through the solution of multi-step problems. Topics include: chemical bonding; molecular geometry and hybridization; intermolecular forces; solutions; kinetics; chemical equilibrium; acids and bases;

thermodynamic functions; electrochemistry. Three one-hour lectures and one three-hour lab per week. PREREQUISITE: CHM-111; COREQUISITE: CHM-112L

CHM-202 ORGANIC CHEMISTRY 2 3 CREDITS (+1 LAB CREDIT)

A continuation of CHM-201. Emphasis is on basic reactions and their mechanisms, nomenclature and spectral identification through NMR and IR spectroscopy. Laboratory work involves organic synthesis by microscale and macroscale techniques. Three one-hour lectures and one three-hour lab per week. PREREQUISITE: CHM-201; COREQUISITE: CHM-202L

CIVIL ENGINEERING TECHNOLOGY

CET-120 CONSTRUCTION ESTIMATING 2 CREDITS (+1 LAB CREDIT)

This course is an introduction to the detailed and challenging profession of construction estimating. Students will learn how the wide range of construction materials, construction methods and business practices impact the overall cost of a construction project. Students will use plans and specifications from a recently built construction project to produce a detailed construction estimate for that project and better understand the wide range of direct, indirect and general overhead expenses that impact the cost of a project. Students will be introduced to a variety of cost data resources used in professional practice and will work on an independent bid proposal for a commercial construction project culminating in a bid opening. Students will build on the technical drawing skills mastered in ABT-150. COREQUISITE: CET-120L

CET-135 HYDRAULICS AND HYDROLOGY 3 CREDITS

Concepts of continuity, energy, and hydrostatic pressure are included. Water supply and collections systems are analyzed and designed. General pipeline construction methods are presented. Basic hydrological principles of rainfall, runoff, and infiltration are discussed as part of sizing storm drainage system components. A computerized runoff model is introduced. Three lecture hours. PREREQUISITE: MAT-124

CET-150 ADVANCED CAD FOR CONSTRUCTION 2 CREDITS (+1 LAB CREDIT)

This course is the foundation for developing three dimensional CAD skills. The course builds upon the basic CAD skills developed in CET-125 with the purpose of expanding students capability to develop three dimensional models of buildings and sites using Civil 3D by Autodesk. Site plans and construction details are studied building on the skills learned in CET-101. Students will investigate data collection and data transfer into CAD software including automated line and point generation. In addition, students will investigate more advanced tools in CAD for layout, drainage analysis, and estimating. Two lecture and four lab hours. PREREQUISITE: ABT-125; COREQUISITE: CET-150L

Credit Course Descriptions

CET-220 CONSTRUCTION MANAGEMENT 3 CREDITS

A study of specialized business and management topics which are of particular interest to the construction industry. Topics include basic operational patterns, types of business ownership and company organization, the competitive bid process including specifications and bid openings, subcontracting procedures, contact bonds, construction insurance, accounting processes including depreciation, job scheduling with introduction to critical path method, labor law, and job-site safety and OSHA.

CET-230 TRANSPORTATION ENGINEERING 2 CREDITS (+1 LAB CREDIT)

A study of the practical application of transportation engineering on road and highways. Topics include: highway design, earthwork, geometry, standards, construction, subdrainage systems, curve layout, residential subdivision, and parking lot layout. Specialized investigations for transportation planning, design and layout are included. Weekly laboratories are devoted to design, layout, and computations. PREREQUISITE: CET-210; COREQUISITE: Take CET-230L

CET-240 REINFORCED CONCRETE ANALYSIS 2 CREDITS (+1 LAB CREDIT)

Topics include batching, transporting, placing and curing concrete. Standard ASTM quality control tests are conducted, and Class A Concrete Field Certification is completed. Reinforced beams, slabs, and footings are analyzed and designed. Wall stability analysis is conducted. Weekly laboratories are devoted to design and concrete testing. Two lecture hours and three laboratory hours. PREREQUISITE: CET-245; COREQUISITE: CET-240L

CET-246 STRUCTURES 2 CREDITS (+1 LAB CREDIT)

A continuation of the stress and force theories from CET-245 Statics is presented as they apply to structural design. The design of structural steel floor, beam, girder, and column systems begins with the development of shear and bending moment diagrams. The design process is studied in depth, utilizing AISC codes, with particular emphasis placed on shearing, bending, and deflection induced on steel load-carrying members. The lab periods are devoted to practical design procedures and analysis of various structural members, especially beams, girders, columns, connections and laboratory experiments to reinforce classroom theory. Students will also have the opportunity to review and discuss the design and construction of major bridge and high-rise buildings and the well documented causes of some major structural failures. PREREQUISITE: CET-245; COREQUISITE: CET-246L

CET-250 GEOGRAPHIC INFORMATION SYSTEMS 2 CREDITS (+1 LAB CREDIT)

Geographic Information Systems (GIS) are software tools used by industry and government for processing, viewing, and analyzing spatial data. The course will cover application of ArcView software by ESRI to establish a dataset and develop the data into useful information. Example datasets from the field(s) of public health, planning, civil engineering, public works, and the environmental monitoring/remediation field will be used. COREQUISITE: CET-250L

CET-260 PROJECT SCHEDULING 2 CREDITS (+1 LAB CREDIT)

An introduction to construction project planning and scheduling, using project scheduling software. A principal focus of this course is on planning projects and controlling costs. Lectures expand pertinent aspects of job-site safety and address construction project legal issues such as sexual harassment, work place discrimination and substance abuse, which are tied to worker and employer responsibilities. The three hour computer lab will be devoted to project scheduling software applications. PREREQUISITE: CET-120; COREQUISITE: CET-260L

COLLEGE SUCCESS

FYE-101 FIRST YEAR EXPERIENCE 1 CREDIT

This course will address the many transitional needs of the new student at Springfield Technical Community College. By engaging with subject matter that prepares them to achieve in a collegial setting, they will be equipped with tools to assist in their educational success. The course will cover topics such as study skills, academic planning, communication skills, and conflict resolution. Students will actively engage in areas like conflict resolution, locating campus resources, and how to advocate for oneself during advising or financial aid conversations. Assessments may include writing assignments, campus resource visits, oral presentations, etc.

COMPUTER INFORMATION TECHNOLOGY

CIT-101 CIT FOUNDATIONS 3 CREDITS

This course provides a foundation for all Information Technologies majors in developing an awareness of the vital need businesses and institutions have for instituting and managing efficient and effective systems to handle today's information requirements. A major component of the course is to increase critical thinking skills by identifying and solving typical information problems. PREREQUISITE: DRG-092, DWT-099 (or placement at higher level) and OIT-100 or passing of keyboard test; COREQUISITE: Take MAT-087, MAT-083 and OIT-100

CIT-115 PYTHON PROGRAMMING 3 CREDITS (+1 LAB CREDIT)

This is an introductory course to the Python programming language focusing on object-oriented concepts of defining classes, instantiating objects, using objects, and using application programmer's interfaces. Students will design, code, debug and test programs coding basic programming concepts such as variables, data types, GUI concepts, and all decision/conditional, iteration structures and arrays and lists will be introduced and used throughout the course. PREREQUISITE: DWT-099 and DRG-092 (minimum grade C-) or placement at higher level, MAT-087 (minimum grade C-) or placement at higher level, OIT-100; COREQUISITE: CIT-115L

CIT-120 WINDOWS 1 3 CREDITS

This course will examine the Microsoft Windows desktop operating system from the perspective of an IT professional. It will focus on the highly technical topics of the operating system's software design, hardware architecture, performance optimization, file systems, user

Credit Course Descriptions

permissions, and security. Students will spend considerable class time in labs installing, configuring, optimizing, and troubleshooting the operating system. PREREQUISITE: CIT-101

CIT-130 UNIX 1 3 CREDITS

This is an introductory course to Linux/UNIX Operating System. Students will install the operating system and interact with Linux/UNIX using both the command line interface as well as the Graphical User Interface. Navigation of the file system, file creation and management, text editors, administration privileges, file permissions, installation or additional software packages, system monitoring and basic script writing will be covered. PREREQUISITE: CIT-101

CIT-141 WEB AUTHORING 2 3 CREDITS (+1 LAB CREDIT)

This course will provide students with experience in writing scripting language, enabling them to add interactivity to web pages and do specify communication between the server and a web page. Basic programming concepts are covered, including data representation, functions, control structures, and arrays. This is followed by detailed discussions of object-oriented programming, design issues, and Document Object Model (DOM). Students will learn the mechanics involved in building dynamic and interactive web pages. PREREQUISITE: CIT-110, CIT-140; COREQUISITE: CIT-141L.

CIT-160 NETWORKS 1 3 CREDITS

This course will teach network administration and various topics related to both Local Area Networks(LAN) and Wide Area Networks(WAN). Some of the topics covered will include LAN/WAN topology, protocols, network architecture, cabling and the OSI model. This course will be taught from a network administrator's perspective and provide the student with the skills necessary to understand and administer a computer network. PREREQUISITE: CIT-101

CIT-162 NETWORKS 3 3 CREDITS

This course will examine the Cisco IOS operating system. Students will learn how to configure routers and switches. Topics will include: routing protocols (RIP, OSPF, and EIGRP), configuring virtual LANs (802.1q), access-lists, link aggregation, and configuring fault tolerant routing. There will be both simulated and hands on labs. PREREQUISITE: CIT-160

CIT-201 DATABASE SYSTEMS AND SECURITY 3 CREDITS

The goal of this course is for students to become knowledgeable in the design, development, management, and security of a relational database system. The course introduces database syntax using Structured Query Language (SQL) within the ORACLE database environment. The students will have experience in writing queries to retrieve as well as DML, DDL, DCL and transactions processing. Database security topics such as security threats, SQL injection and access privileges will be covered to promote secure and reliable database environments. PREREQUISITE: CIT-101; COREQUISITE: CIT-201L

CIT-215 JAVA PROGRAMMING 3 CREDITS (+1 LAB CREDIT)

This course emphasizes object-oriented programming using java. Programming concepts such as variables, data types, GUI concepts, and all decision/conditional, iteration structures and arrays and lists will be covered. Students will use Java objects and learn how to create their own objects using the Object-Oriented Programming (OOP) concepts of instantiation, encapsulation, inheritance, and polymorphism. PREREQUISITE: CIT-110; COREQUISITE: Take CIT-215L

CIT-251 INTERNET/NETWORK SECURITY 2 3 CREDITS

This course is an extension of Internet Security 1 and will teach protection strategies in depth. Protection will include building firewalls and intrusion detection systems, understanding packet analysis, and network security assessment. PREREQUISITE: CIT-250

CIT-252 ADVANCED SECURITY TOPICS 3 CREDITS

This course currently has two components: backbone design and a capstone project. The course will teach proper network design, showing students how to layout a network for both protection and efficiency. Students will critique existing designs and design networks. The outcome should be students who can analyze a network design for flaws regarding security and usability. The second component will require students to do a full security analysis on a company which includes evaluating and documenting existing designs, Suggesting a new design, documenting and implementing the new design, and testing their design for security flaws. PREREQUISITE: CIT-250

CMP-106 COMPUTER BASICS: CONCEPTS & APPLICATIONS 3 CREDITS

This course covers the most important computer literacy topics including a fundamental understanding of computer hardware (input, output, processing, and storage), and software (systems, applications, and productivity); using operating systems and common program functions; a practical study of the Internet (e-mail, Internet search techniques; resource evaluation and citations); a practical study of common productivity software (word processing, spreadsheet, database, and presentation); and an understanding of the implications and effects of computers in our social order. PREREQUISITE: Take OIT-100

CMP-125 DESKTOP PUBLISHING 3 CREDITS

A comprehensive introduction to a powerful desktop publishing software program such as Microsoft Office Publisher or Microsoft Word. The student will have use of a microcomputer system and receive hands-on experience. The course will be heavily project-oriented. The student will be guided into producing increasingly complex publications, thus experiencing a variety of techniques and achieving self-sufficiency. Hardware and software concepts as well as terminology associated with desktop publishing will also be included in this course. PREREQUISITE: CMP-121 or CMP-106

OIT-101 KEYBOARDING 3 CREDITS

This course is designed for any individual wishing to develop touch keyboarding skills when entering alphabetic and numeric data on the personal computer. The student will be provided with projects designed to build speed and accuracy on both straight copy and

Credit Course Descriptions

business forms. A minimum touch keyboarding rate of 25 words per minute is required for course completion. Available to the entire STCC community.

OIT-102 DOCUMENT FORMATTING 3 CREDITS

This course provides technical skills necessary in formatting basic business documents using word processing commands. These documents include business letters in a variety of styles such as envelopes, memorandums, tables, and traditional academic reports- academic reports using APA or MLA Styles and report citations (bibliographies, references, etc.). PREREQUISITE: OIT-101

COMPUTER SCIENCE

CSC-101 COMPUTER SCIENCE 1 3 CREDITS (+1 LAB CREDIT)

This course assumes no prior knowledge of computer programming. The course starts with the basic of problem solving and algorithm development using the standard control structures of sequencing, selection, iteration, and function abstraction. A brief introduction to object-oriented design perspective is fully introduced and integrated into the student's problem-solving methodology. The C++ programming language will be used in this course. A summary of the topics contained in the course include: an overview of computer science, problem solving, input and output techniques, functions, selection statement, repetitious statements, strings, structured data will classes, files, and arrays. PREREQUISITE: Take MAT-124 and MAT-130; COREQUISITE: Take CSC-101L

CSC-111 INTRO TO THE JAVA PROGRAMMING LANGUAGE 3 CREDITS (+1 LAB CREDIT)

This course provides first-time programmers a fundamentals-first approach to learning the Java programming language. The course introduces basic programming concepts and techniques including selection, looping, method definitions, step-wise refinement, and arrays. In addition to these fundamental concepts the beginnings of object oriented programming and class creation are introduced. Students will primarily be developing command line Java applications and by the end of class should be able to create simple programs using Java technology and read and edit Java technology source code using an industry standard integrated development environment (IDE). PREREQUISITE: MAT-097 or placement at college-level math; COREQUISITE: CSC-111L

CSC-112 INTERMEDIATE TOPICS IN JAVA PROGRAMMING 3 CREDITS (+1 LAB CREDIT)

A second course in Java Programming that exposes students to the concepts involved in using higher-level, object-oriented programming technique. This course, a continuation of CSC 111, covers more advanced Java topics and gives students experience in writing graphical (GUI) applications. Topics also include handling, file input/output (I/O), multithreading, networking, and simple JDBC database access. PREREQUISITE: CSC-111 and MAT-124; COREQUISITE: Take CSC-112L

COMPUTER SYSTEMS ENGINEERING TECHNOLOGY

CSE-110 INTRO TO COMPUTER SYSTEMS (COMPTIA A+) 2 CREDITS (+1 LAB CREDIT)

This is an introductory course that will prepare Computer Systems Engineering Technology students for more advanced courses in the department. The course is designed around the current Comptia A+ certification objectives. Hands-on coverage includes popular PC operating systems and hardware. Specific topics include system booting, system configuration, BIOS, disk management, CPUs, bus architectures, power supplies, disk drivers, memory, multimedia, field replaceable units (FRUs), and network devices. Students learn how hardware devices integrate into and work with an operating system. The internet is used extensively for research including product documentation, software upgrades, driver upgrades, and product comparison. In the lab students will use a collection of hardware and software components to build, modify, upgrade, and trouble shoot today's popular PC hardware and operating systems. COREQUISITE: Take CSE-110L

CSE-150 LINUX COMMAND AND SHELL PROGRAMMING 3 CREDITS

This course covers Linux Command line and Shell scripting using BASH. The topics covered are primarily targeted at automating system administration tasks, workflow automation, and security. Students will explore managing user accounts, remote access using secure shell (SSH), process control, file system types and characteristics, encryption & decryption, file and directory manipulation, remote & local storage, system monitoring & logging, hardware status & configuration, and the contents of key configuration files that configure security, networking the boot process, scheduling, & applications. Students will write and test programs to monitor users, system status, and detect security violations & events.

CSE-160 INTRODUCTION TO PROGRAMMING USING PYTHON 3 CREDITS

Python is a popular open source programming language used for general programming, programming system & network administration tasks, processing data sets in data science, and it is used to program many Internet of Things (IoT) devices. The course begins with a Python and Linux concepts overview (no prior experience expected) and takes the student from building simple programs to maintaining larger programs. Software development tools such as differences, make, and GIT version control are integrated throughout the course. Programming assignments often use real-life data sets and others may be run on an IoT system such as the Raspberry Pi, to demonstrate collecting and processing sensor data from the Internet of Things.

CSE-220 COMPUTER AND NETWORK SECURITY 3 CREDITS

Topics include security management practices, access control systems, telecommunications and network security, public and private key cryptography, security concerns for application and software development, business continuity planning and disaster recovery planning. Students will be able to select and use cryptographic

Credit Course Descriptions

Students also develop the knowledge and skills needed to implement IPSec and virtual private network (VPN) operations in a complex network. PREREQUISITE: CSO-205; COREQUISITE: CSO-255L

CRIMINAL JUSTICE

CRJ-101 INTRODUCTION TO CRIMINAL JUSTICE 3 CREDITS

An introduction and basic survey of criminal justice and the court systems, both state and federal. The course explores the concept of bail, the functions and roles of the judge, prosecutor, grand jury, defense attorney and public defenders, and sentencing in the courts. Also examined are the functions and objectives of the probation officer and parole officer, especially as related to rehabilitation of the offender. The role of the policeman in modern society is discussed and explored in detail.

CRJ-110 POLICING 3 CREDITS

This course is an introduction and basic survey of policing at the federal, state, and local level. This course examines what it means to be a "modern" police officer, including the development of law enforcement through various points in history. Students are introduced to the organization, function and objectives of modern policing; as well the process by which one becomes a police officer and makes their way through a career in the field. The concepts of crime control, peacekeeping, and order Maintenance are explored along with ethical and legal decision making. Also discussed are police-community relations, major issues facing the modern police officer, and innovations in police strategy; including Community Policing, Problem Oriented Policing, and Zero-Tolerance Policing. PREREQUISITE: CRJ-101

CRJ-120 CRIMINOLOGY 3 CREDITS

This course explores the study of crime. This includes the concepts of crime, law and criminology. Major emphasis is given to the theorists and their theories or crime causation. The history of criminology is explored in detail. Crime Typologies are covered. The agencies of the criminal justice system and their effect on the study of criminology are also explored.

CRJ-130 CRIMINAL EVIDENCE 3 CREDITS

An analytical study of the rules of evidence, including such general areas as relevancy and materiality, hearsay evidence, introduction of writings, competency and privilege, and parole evidence rule. Probative matter legally presented at the trial of a criminal case is given special attention. Also examined are rules concerning the admission of evidence in such specific areas as search and seizure, pre-trial identification admission of confessions, electronic surveillance, presumptions and privileges. PREREQUISITE: CRJ-101

CRJ-140 INTERPERSONAL COMMUNICATIONS IN CRIMINAL JUSTICE 3 CREDITS

This course examines the dynamics of professional and interpersonal communications within the field of criminal justice.

CRJ-150 PROCEDURAL LAW 3 CREDITS

This course is an introduction to the constitutional requirements and safeguards attendant throughout the criminal process, from investigation to arrest, interrogation through conviction, sentencing and beyond. Included is an in-depth review of the bill of rights and its influence in modern society. Emphasis is placed on actual Supreme Court decisions, especially as related to practical situations and problems confronting law enforcement personnel. Selected readings focus on practical application of constitutional principles. PREREQUISITE: CRJ-101 and DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

CRJ-201 CRIMINAL LAW 2 3 CREDITS

Continuation of Criminal Law 1, CRJ-200. PREREQUISITE: CRJ-200

CRJ-210 CRIMINAL INVESTIGATION 3 CREDITS

An introduction to field investigation, including conduct at the scene of the crime, interviewing and interrogation of witnesses and suspects, the use of informants, and techniques of surveillance. Emphasis is placed on special investigative techniques and on court procedures of the police case.

CRJ-215 INTRODUCTION TO CORRECTIONS 3 CREDITS

An introduction and basic survey of the corrections system at the federal, state, county, and local level. This course explores the concept of punishment, with a directed focus on its motivations and application at various points in history. Also discussed is the relationships between the inmate and administration, corrections officers, fellow inmates, friends and family, and society at large. This course presents students with the function and objectives of the corrections system from pre-trial diversion to imprisonment and though parole and re-integration into society.

CRJ-220 LAW ENFORCEMENT MANAGEMENT AND PLANNING 3 CREDITS

Consideration of police problems at the administrative level, including coordination of all branches of a police department. An evaluation of line, staff, and auxiliary functions and the interrelationship of each. The purpose, need and scope of planning in the police operation, including staffing, correction of data and use of data processing.

DIGITAL MEDIA TECHNOLOGY

DMP-102 INTERNET MULTIMEDIA 2 CREDITS (+1 LAB CREDIT)

Software tools and technical strategies for making web pages fully functional in terms of image quality, response to users, flexibility of revision and hypertext linking to other related sites. Issues of file compatibility, compression, graphics processing and speed optimization are covered with emphasis on software tools such as Dreamweaver and Flash. COREQUISITE: Take DMP-102L

Credit Course Descriptions

DMP-110 WRITING FOR ELECTRONIC MEDIA 3 CREDITS

Students develop a working foundation in writing for all aspects of electronic media, including television, radio, and computer-based multimedia formats. Students are taught writing skills as they relate to news, drama, advertising, and public relations, as well as narrative styles for documentary production. This class will explore how writing for broadcast and multimedia applications differs from compositional writing. Also, the class will cover the ethics and responsibilities involved in writing for a wide, potentially global audience. This course is offered only in the spring semester. COREQUISITE: Take ENG-101

DMP-121 ADVANCED VIDEO PRODUCTION 2 CREDITS (+1 LAB CREDIT)

This course is designed to help students become proficient in the craft of digital videography. Students will learn how to use a professional EFP camera and work on advanced shot composition. Students will also explore a range of lighting techniques for both field and indoor studio based shooting. Topics will include depth of field, shot composition; iris settings; white and black balance; using filters; warm/cold-sharp/soft saturation/de-saturation set up; skin control detail; and lighting tools and styles. Students will take part in shooting a video production and finishing it in postproduction on Apple digital editing stations. Honors technical seminar available. This course is offered only in the spring semester. PREREQUISITE: DMP-120/120L; COREQUISITE: DMP-121L

DMP-130 SPEAKING ON TV 2 CREDITS (+1 LAB CREDIT)

This class is similar to a speech class, but emphasizes the techniques needed to speak effectively and communicate to an audience through the camera. Proper professional on-camera behavior will also be covered. The student is introduced to various speaking styles and techniques and then practices those techniques in taped studio settings. This course is concurrent with DMP-210, Advanced TV Writing. The students will perform the written material completed in DMP-210 in this course. Formats such as individual editorial, commercial, corporate and host/interview will be covered. The students will also act as a production crew for each other, so stated prerequisites must be completed. This course is offered only in the spring semester. PREREQUISITE: DMP-120; COREQUISITE: Take DMP-130L

DMP-140 INTRO TO MASS COMMUNICATION 3 CREDITS

This course familiarizes the student with the definitions of communication, the important role of the mass media in shaping our culture as well as the sophisticated mass media communications vehicles. The wide spectrum of communications from the evolution of various media, to the impact on today's society, is explored. This includes programming philosophies/practices, image shaping, the First Amendment, information gathering, the world view of citizens and what influence the media has on politics or politics on the media.

DMP-150 INTRODUCTION TO DIGITAL EDITING 2 CREDITS (+1 LAB CREDIT)

This introduction to video editing course utilizes Apple Final Cut Pro edit systems to explore video editing on a digital platform. Lectures will cover basic video editing techniques that students master during

lab in the Digital Video Editing Facilities. Topics include application set up, interface layout, log and capture, types of edits-both audio and video, graphic elements, edit tools, transitions, basic compositing, filters, sound mixing, motion effects, and finishing and outputting an edit sequence. COREQUISITE: Take DMP-150L

DMP-161 AUDIO PRODUCTION 2 2 CREDITS (+1 LAB CREDIT)

This advanced course will further explore the fundamentals of digital audio production techniques for broadcasting. Topics will include Audio for Film/Video, Internet/Multimedia, Radio Broadcasting along with other current distribution methods and platforms. Students will master their skills by completing projects in the Audio Production Lab utilizing professional software running on Apple computers. This course is offered only in the spring semester. PREREQUISITE: DMP-160; COREQUISITE: Take DMP-161L

DMP-221 DIGITAL MEDIA SENIOR PROJECT 2 CREDITS (+1 LAB CREDIT)

This course will showcase students' abilities to independently conceptualize and realize their own high-end digital video production utilizing the three production stages: preproduction, production and postproduction. Productions could include a film short, documentary, informational video, commercial, music video with original music, or other approved television production. The highest quality video production takes a great amount of preplanning and finishing work. This course is designed to give the student time to work independently with an idea from beginning to end, but in a classroom setting with faculty and student support and feedback. This course is offered only in the spring semester. PREREQUISITE: First 3 semesters of TPRD coursework; GPA in major of 3.0 or higher; faculty permission. COREQUISITE: Take DMP-221L

DMP-250 ADVANCED DIGITAL EDITING 2 CREDITS (+1 LAB CREDIT)

This advanced video editing course uses Apple Final Cut Pro digital editing systems to cover the principles on continuity editing and special effects through compositing and animation. In learning these concepts the following tools will be utilized: slide, roll, slip, razor, trim window, log and batch capture utility, along with the composite window and key frames. The software Boris FX and Live Type will also be covered. This course is offered only in the spring semester. PREREQUISITE: DMP-150 or DMP-121; COREQUISITE: DMP-250L

DMP-253 3D DIGITAL ANIMATION 2 CREDITS (+1 LAB CREDIT)

This course is intended to familiarize students with the various aspects of a 3D animation production pipeline. Students will learn modeling, texturing, and timeline-based character animation using up to date industry standard software. COREQUISITE: DMP-253L

DMP-254 MULTIMEDIA INTERACTIVE AUTHORING 2 CREDITS (+1 LAB CREDIT)

Students will receive a hands-on introduction to the various metaphors of interactive multimedia authoring applications, as well as content management that demonstrates workflow and techniques, including installation and set-up and creating themes, customize CSS, and adding widgets. Topics include: Installing MAMP

Credit Course Descriptions

on Macintosh working with a database, MySQL. The projects will focus on application of multimedia to the areas of entertainment, education and training, and sales and marketing. This course is offered only in the spring semester. PREREQUISITE: DMP-101; COREQUISITE: DMP-254L

DMP-256 2D ANIMATION 2 CREDITS

Students will develop skills, strategies, and techniques for the design and production of 2D animated media objects, including web-media objects and simple motion graphics, short infographic sequences, and production of an animated "short". Additional topics of study will include animation history, and an overview of commonly recognized categories and styles of animation. Emphasis will be placed on examining aesthetic trends and styles, character and object design, and storytelling structure. Students will complete projects in which they address issues on project planning and storyboarding, applying digital animation techniques, repurposing of existing content, and copyright issues. COREQUISITE: DMP-256L

ECONOMICS

ECN-101 INTRO TO MACROECONOMICS 3 CREDITS

This course is primarily concerned with macro- economics and aims at developing an understanding of American economic institutions and the economic problems of inflation, unemployment and economic growth. Emphasis is given to the principle tool of economists, the market model of demand and supply. The effects of both fiscal and monetary policies on the major problems of the economy are thoroughly explored.

ECN-102 INTRO TO MICROECONOMICS 3 CREDITS

This course is sequential to Economics 1 ECN-101 and is primarily concerned with Microeconomics. Microeconomics deals with the subsystems of the economy such as the economics of the firm and the industry. The major emphasis is on a thorough analysis of supply and demand and of the four market structures. The theories and concepts are then applied to American major industries.

EDUCATION

ECE-101 INTRODUCTION TO EARLY CHILDHOOD 3 CREDITS

This course will provide students with the opportunity to develop a realistic view of the teaching profession. It will foster an understanding of the major issues in early education. History and philosophy of contrasting early childhood education models; components of quality early learning; design of environments; child observation techniques; basic teaching skills; licensing regulations; and home/school/community relationships will be explored. Developmentally appropriate practice and the appreciation of diversity will be emphasized. 10 hours of observation in the field will be required. PREREQUISITE: DRG-091 or placement at a higher level on the reading placement test.

ECE-110 CHILD/GROWTH AND DEVELOPMENT 3 CREDITS

Examines the growth and development of young children from conception through early elementary school years in view of the contemporary theories and findings of Erikson, Piaget, and others. Contributions from pediatric, nutritional, social services, and other disciplines are included. A major focus will be intellectual worlds. Alternative styles of child rearing in different cultures are integrated into the course. This course meets Office for Children requirements for training under Category A.

ECE-140 YOUNG CHILDREN WITH SPECIAL NEEDS 3 CREDITS

Educating exceptional children in an inclusive setting will be the emphasis of Young Children with Special Needs. Developmentally delays, sensory impairments, physical disabilities, and learning and behavioral disorders will be examined. The planning and implementation of inclusive early childhood programs will be explored as well. The importance of early intervention will be stressed.

ECE-150 CURRICULUM FOR EARLY CHILDHOOD EDUC 1 3 CREDITS (+1 LAB CREDIT)

Curriculum for Early Childhood will provide students with integrated experiences in applied learning through lecture, discussion, and workshops. Creative expression, dramatics, mathematics, science, sensory motor play, and music and movement will all be explored. The teacher's role in encouraging children to express their ideas through many media will be emphasized. 20 hours of fieldwork/ observation will be required. PREREQUISITE: ENG-101, ECE-101 ECE-110; COREQUISITE: ECE-150L

ECE-160 DYNAMICS OF CHILDHOOD BEHAVIOR 3 CREDITS

The students will examine the process of guiding young children. They will design and evaluate strategies for guidance. Focus will be on the effective interaction with children that results from informed behavioral decisions, an understanding of how children develop, and realistic expectations for self and children. Students will increase their objectivity and demonstrate proficiency in observing and interpreting children's behavior through their fieldwork in coordination with coursework. PREREQUISITE: ECE-110

ECE-170 INFANT AND TODDLER CARE 3 CREDITS

This course provides students with an overview of group care for infants and toddlers. Emphasis will be placed on care and protection while examining safety, health, nutrition, and child abuse issues. The environment, daily routines, parental involvement, and staff selection and training will also be discussed.

ECE-220 EARLY CHILDHOOD PRACTICUM 1 4 CREDITS

Practicum One is an internship consisting of a minimum of 150 hours of work in the field. This student teaching experience will be conducted at an approved site, with the option of an infant/toddler or a preschool/kindergarten placement. The intent of this course is to give students the opportunity apply theory to practice and become skilled practitioners. Working under the direction of an experienced teacher, the students will gradually assume increased responsibility for classroom management, as well as the organization and design of curriculum. An additional requirement of this course will be a weekly

Credit Course Descriptions

90 minute seminar. The seminar will give students the opportunity to reflect on their experiences in the classroom and discussion will focus on concerns and successes. PREREQUISITE: ECE-110 ECE-150

ECE-221 EARLY CHILDHOOD PRACTICUM 2 6 CREDITS

Practicum Two is an extension of Practicum One. This internship will consist of an additional minimum of 150 hours of work in the field. It will conclude with the student teacher assuming full responsibility of the class for at least a one week period. A weekly 90 minute seminar will support the student teachers in this culminating experience. PREREQUISITE: ECE-200 ECE-220

ECE-260 ADMINISTRATION OF EARLY CHILDHOOD PROGRAMS 3 CREDITS

This course is intended to help students acquire the interpersonal and organizational skills required for leadership in the early childhood field. It includes program issues of health and safety, nutrition, social services, parent involvement, personnel policies, educational programming, assessment and evaluation, budgeting, professional development, and community resources, and focuses on a study of the practical aspects of program operation. An emphasis will be placed on culturally responsive curriculum planning and inclusion. In addition, strategies for communication among adults: Staff members, parents, and personnel from other agencies will be included.

EDU-101 FOUNDATIONS OF EDUC: URBAN PERSPECTIVES 3 CREDITS

The objective of this class is to provide students with an introduction to the social, political, and economic conditions of contemporary urban schools such as inclusion, ability grouping bilingual education, tracking, teaching education, and multi-cultural education. The future of urban education and alternative approaches will also be explored. Class assignments and participation in group discussions will facilitate critical thinking and develop an understanding of the American urban educational experience. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

EDU-102 INTRODUCTION TO SPECIAL NEEDS 3 CREDITS

Participants gain an understanding of a variety of handicapping conditions. Students also study the laws that ensure educational equity for students with special needs, and instructional and curricular modifications that teachers may be expected to make for students with special needs. Ten hours of documented fieldwork are required. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

ELECTRICAL ENGINEERING TECHNOLOGY

EET-111 BASIC ELECTRICITY 2 2 CREDITS (+1 LAB CREDIT)

The continual expansion of knowledge opens new doors to employment opportunities. There is rapid change in the field of electricity. Behind all this change lies the basic core of electrical knowledge that a student must master. Basic Electricity 2 provides this basic framework with an introduction to alternating current and its

comparison with direct current. The current covers AC circuit analysis, practical application and troubleshooting. The lab associated with the course is intended to reinforce classroom theory. This course is offered only in the spring semester. PREREQUISITE: EET-110 and MAT-124; COREQUISITE: Take EET-111L

EET-120 FLUID POWER TECHNOLOGY 3 CREDITS

This course provides a fundamental understanding of the physical principles of hydraulics and pneumatics in a logical building-block manner, along with a practical working knowledge of the components normally utilized in designing, installing, operating, and maintaining hydraulic pneumatic systems. PREREQUISITE: MAT-097 or EET-097 (minimum grade C-) or placement of MAT-091 or higher.

EET-130 FUND OF MOTOR CONTROL 2 CREDITS (+1 LAB CREDIT)

A technologist in the electrical industry may be exposed to a great deal of information. Therefore, fundamentals of motor control, relay logic, and the related electrical theory are presented in a manner that is easy to understand and applicable to on-the-job situations. The theory of control, operation, and design is presented clearly and concisely. Students learn troubleshooting techniques related to real-world situations. PREREQUISITE: EET-110, EET-101 and MAT-124; COREQUISITE: EET-130L

EET-135 PROGRAMMABLE LOGIC CONTROLLER 1 2 CREDITS (+1 LAB CREDIT)

This course will introduce the student to the Programmable Logic Controller (PLC). PLCs are the heart of modern plant control in industrial automation. This course will begin with a basic description of the components of the PLC, present the various input/output devices used with modern PLCs while simultaneously learning how to program Allen-Bradley PLCs using LogixPro software & simulator. Upon completion of this course, students will have a fundamental understanding of PLC programming, I/O connections and practical applications of the PLC environment. PREREQUISITE: EET-105 & EET-130 (Minimum grade D-); COREQUISITE: Take EET-135L

EET-140 FUNDAMENTALS OF ROBOTICS 2 CREDITS (+1 LAB CREDIT)

The purpose of this course is to provide an overview of Robotics Technology. It explores the basic principles of manipulator and actuator systems. One aspect of the course that makes it unique, is the attention given to hardware, which makes this course practical for training technicians. The course requires an understanding of simple mathematics and the basic use of computers. The laboratory will be used to perform real-time exercises in programming applications and techniques through the use of various training robots and systems. Attention will be given to type and style of robot, application, operational characteristics and control systems. COREQUISITE: Take EET-140L

Credit Course Descriptions

serial ports (RS-232 & USB) and evaluate, debug and modify their programs. Students will use the PIC's to implement combinational and sequential logic designs, simple data acquisition operations, investigate output types and simple open and closed-loop feedback control systems. PREREQUISITE: MAT-087; COREQUISITE: Take ELE-165

ELE-165 EMBEDDED CONTROLLERS LAB 1 CREDIT

This course will begin with a brief introduction to number systems and simple Boolean logic operations and devices. The course will then introduce and concentrate on the use of PICs peripheral interface controllers) in modern day systems. A PIC is a self-contained computer system on an integrated circuit chip, consisting of input & output ports, RAM & ROM, and a CPU core that is usually RISC based. Students will first learn how the PIC's can replace simple combination logic circuits and then build upon this knowledge to have them perform more complex tasks. The student will program the PIC using a high-level language (BASIC), communicate between the PIC & the PC via serial ports (RS-232 & USB) and evaluate, debug and modify their programs. Students will use the PIC's to implement combinational and sequential logic designs, simple data acquisition operations, investigate output types and simple open and closed-loop feedback control systems. PREREQUISITE: MAT-087; COREQUISITE: Take ELE-160

ELE-180 INSTRUMENTATION AND MEASUREMENT 3 CREDITS (+1 LAB CREDIT)

This course will present the student with the theory and practical skills necessary to understand the principles of electronic instrumentation and measurement. The course will begin with an overview of measurement principles, significant figures, units of measure, metric prefixes, typical electronic measuring instruments and their proper use. The comparison between theoretical expectations and practical measurements will be emphasized and students will develop the tools to understand potential sources of error. Course material will include a discussion on the operation of thermistors, light sensors, opto-electronic devices, hall effect devices, strain gauges, accelerometers, contact and non-contact measurement, humidity sensors, sonic & ultra sonic devices, DAC's and ADC's and sampling theory. A three hour lab will be required as part of this course. In the lab proper and safe lab and measurement techniques will be presented. Students will be required to understand how the instrumentation can affect the measuring process, and where possible, account for that error. PREREQUISITE: ELE-110 ELE-110L; COREQUISITE: Take ELE-180L

ELE-260 SENSOR SYSTEMS 3 CREDITS (+1 LAB CREDIT)

This course introduces the student to the technology sub-systems used to create complex networked sensor systems. First, sensor technology that includes embedded intelligence will be discussed with practical and operational aspects of these systems discussed. The student will then be presented an overview of the various IP-based networking technologies (i.e. LANs, MANs, WANS, etc) and the various different transmission media that are used to interconnect typical standard information technology systems. Next, proprietary networking schemes used by the different major industries (i.e. automotive, process control, health, HVAC, etc) are introduced. Some of the topics covered will include CAN, Fieldbus, Profibus, and HART network technologies. Emerging Zigbee (IEEE 802.15.4) technology and other wireless mesh technologies will be introduced. The student

will be tasked with the construct a practical working sensor system project during the laboratory portion of the course. PREREQUISITE: ELE-240; COREQUISITE: Take ELE-260L

ELE-265 SENIOR PROJECTS IN E.S.E.T. 1 CREDIT (+2 LAB CREDITS)

This capstone course is designed to combine the concepts, theories and practices developed throughout the course of study in the ESET program and apply them to the development of a group project. Students will be required to keep a notebook and make weekly written project progress reports and monthly oral presentations of their work. A final written report and oral presentation will be required. The lecture will deal with topics relevant to project research and presentation. The five lab hours will provide student time to develop their project. PREREQUISITE: Student must be a candidate for graduation in May or permission of instructor, Devices, Circuits and Systems and Data Acquisition and Control. PREREQUISITE: ELE-220; COREQUISITE: Take ELE-265L

EST-100 THEORY OF CONTROLS 3 CREDITS

A course designed to deal with basic theories and concepts required by both air conditioning and heating servicemen. Topics include: Basic electricity, meters, principles of motor operation transformers and relays, along with an introduction to control circuits. These studies are essential in order that the individual comprehends the control circuits to which he or she will be exposed in future courses. This course is offered only in the fall semester. COREQUISITE: EST-102/102L and MAT-078 or MAT-073 (minimum grade C-) or placement at Algebra I or higher on the math placement test.

EST-101 COMBUSTION CONTROL CIRCUITS 3 CREDITS

Domestic and light commercial heating control system for steam, forced warm air and forced hot water, and the components which makes up each control system are covered in detail. Residential and commercial oil burners and their components, thermostats, and basic trouble- shooting are also covered during this semester. This course is offered only in the spring semester. PREREQUISITE: EST-100;

EST-102 ENERGY SYSTEMS LAB 1 1 CREDIT (+1 LAB CREDIT)

This course deals with the development of the manual and technical skills required in the heat/power/air conditioning industry. Attention is given to current principles and practices that apply to the care and use of hand tools and measuring devices, basic machines, tubing and piping, soldering, equipment services and installation, fundamental electric circuit wiring and field service training. This course is offered only in the fall semester. COREQUISITE: Take EST-102L

EST-103 ENERGY SYSTEMS LAB 2 1 CREDIT (+1 LAB CREDIT)

An advanced course that is predominantly a toward the student achieving competency in specialized skill areas, including electrical control wiring, oil burner installation and servicing, and heating system-related components installation. Specific lab assignments directed toward installation and setup of residential and commercial control systems. This course is offered only in the spring semester. PREREQUISITE: EST-102; COREQUISITE: Take EST-103L

Credit Course Descriptions

EST-201 FUND OF AIR CONDITIONING 2 CREDITS (+1 LAB CREDIT)

With the knowledge gained in Principles of Refrigeration (HP 240), a more advanced study is emphasized through extensive lab assignments dealing with the larger systems. Motor and motor safety controls, as well as other related electrical components, including relays, contractors, and transformers. Schematics and testing instruments, are used in performing service and diagnostic functions. The lecture series is an in-depth study concerned with the application of the engineering principles used in the design of conditioning systems. These include psychometrics, building surveys and load estimating procedures, ductwork and air distribution systems. This course is offered only in the spring semester. PREREQUISITE: EST-200; COREQUISITE: Take EST-201L

EST-203 HVAC ELECTRICAL APPLICATIONS 3 CREDITS

The course will offer the student the ability to utilize the theory from previous courses in real world electrical HVAC applications. Course content will include further and continued study of electrical systems and circuitry including: controls, schematics, troubleshooting and computer based system analysis. PREREQUISITE: EST-100 and EST-200;

EST-205 Advanced Heating System Design 4 CREDITS

This course is designed to acquaint the student with proper principles and procedures in designing steam and hot water heating systems. Topics include specifications and data for piping and heating system components such as boilers, heat distributing units, pumps, valves, and fittings. Instruction is given in the layout of one-pipe steam systems, series loop and one-pipe venturi forced hot water systems, and radiant heating systems. In addition, the sizing and piping of indirect domestic hot water heaters is covered. PREREQUISITE: EST-204 and MAT-078 or MAT-073 (minimum grade C-) or placement at Algebra I or higher on the math placement test.

EST-207 BUILDING MANAGEMENT SYSTEMS 3 CREDITS (+1 LAB CREDIT)

This course is an in-depth study of computer-controlled building management systems monitoring all energy-related functions including the heating, air conditioning, lighting, and other environmental systems. The course will include system automation, sensors for monitoring various points in the facility, energy management system software, and remote access to the system. In the laboratory portion of this course, the student will interface the computer operations with the heating/air conditioning systems to provide a totally automated building environment. This course is offered only in the spring semester. PREREQUISITE: EST-206; COREQUISITE: Take EST-207L

EGR-103 COMPUTER APPLICATIONS IN ENGINEERING 3 CREDITS (+1 LAB CREDIT)

An introductory course in engineering that utilizes various computer applications to assist in the analysis and communication of the design of an engineering assembly. One third of the course will be devoted to Computer Aided Drafting. Three-dimensional wireframe and solid models will be created. Orthographic projections, auxiliary views, isometric views, dimensioning, and assembly drawings will

be discussed. The second third of the course will introduce the spreadsheet as an engineering problem solving tool that facilitates complex calculations, rapid graphical analysis, and numerical modeling. The remaining third of the course will be used to introduce design criteria for assembly, and oral and written presentations. The oral presentation will be facilitated using Power Point software. COREQUISITE: Take EGR-103L

EGR-122 MECHANICS II 3 CREDITS

Vector calculus is developed and applied to the solution of kinematic problems involving particles and rigid bodies. Different coordinate systems are utilized and kinetics analysis is applied using force balances, the impulse momentum principle, and the work energy theorem. PREREQUISITE: EGR-121;

EGR-211 PROBABILITY AND STATISTICS FOR ENGINEERS 3 CREDITS

This course will equip an engineering student with the knowledge needed to understand the interaction of variables in engineering design such as material failures, poor quality, missed schedules, and poor engineering. Topics to be covered include descriptive statistics measure of location and variability, discrete random variables, joint probability covariance and correlation, point estimate, confidence intervals, hypothesis testing, and linear regression. PREREQUISITE: MAT-132;

EGR-219 MECHANICS OF MATERIALS 3 CREDITS (+1 LAB CREDIT)

Engineering applications of the principles of solid mechanics. Uniaxial and torsional problems are discussed followed by team deflections. Plane stress and strain are then presented, followed by stability problems in column design. PREREQUISITE: EGR-121 and MAT-132; COREQUISITE: Take EGR-219L

EGR-222 CIRCUIT ANALYSIS II 3 CREDITS

A continuation of EGR-221, this course develops mathematical tools for the analysis of circuits consisting of resistors, inductors and capacitors driven by voltage and current sources which are periodic functions of time. Topics covered include complex power, poles and zeros in the complex frequency domain, two-port transfer functions, forced and natural response, resonance, Fourier series and the LaPlace transform. PREREQUISITE: EGR-221; COREQUISITE: Take EGR-226

EGR-226 LAB: CIRCUIT ANALYSIS 2 1 CREDIT

This course offers laboratory experiments that test the theoretical analysis techniques presented in EGR-222. Circuits consisting of resistors, inductors and capacitors connected to signal generators will be investigated by measuring voltages, currents and impedances. Measurements will be made with AC meters and with oscilloscopes in the time domain and in the frequency domain. Students will investigate frequency response, resonance and amplification. Experiments will also investigate the characteristics of diodes, transistors and operational amplifiers driven by time-varying signals. The P-Spice computer program will be used as a tool of analysis. A formal written report on each experiment is required. COREQUISITE: Take EGR-222

Credit Course Descriptions

ENGLISH

DRG-091 READING LEVEL 1 3 CREDITS

Reading 1 offers practice in active reading skills for improved comprehension and efficiency, as well as vocabulary development using a variety of materials from textbooks, literature, and periodicals. Students will be introduced to the STCC Library in this course. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC.

DRG-092 READING LEVEL 2 3 CREDITS

Reading 2 emphasizes critical reading, addressing general and specific comprehension skills for library research, reading textbooks, technical material and literature. Vocabulary development focuses on context and structural analysis. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC. PREREQUISITE: DRG-091 (minimum grade C-) or placement at DRG-092.

DWT-099 REVIEW FOR COLLEGE WRITING 3 CREDITS

This course provides a review of basic English skills in grammar, sentence structure, paragraphing, and essay development to prepare students for college-level writing. The course, intended for students who have had difficulty with written English, provides preparation for ENG-101. A grade of "C-" or better in DWT-099 is required for admission to ENG-101. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC.

ENG-101 ENGLISH COMPOSITION 1 3 CREDITS

The objective of this course is to improve the student's ability to communicate effectively in writing. Areas covered will include introduction of basic writing patterns, effective construction of paragraphs and essays, and preparation of the documented research paper. PREREQUISITE: DWT-099 and DRG-091 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

ENG-101H HONORS ENGLISH COMPOSITION 1 3 CREDITS

This honors-level Composition I course contains the standard elements of ENG-101. The objective of this course is to improve the student's ability to communicate effectively in writing. Areas covered will include introduction of basic writing patterns, effective construction of paragraphs and essays, and preparation of the documented research paper. See list of objectives and competencies (available from instructor). In addition, students will be required to submit work that is representative of honors-level course work; to that end, more time will be dedicated to developing argumentation and research skills. Among the assignments required will be two documented research papers. All work for the course will be kept in a portfolio and at the end of the semester, students will be required to submit a portfolio review essay critiquing their progress. PREREQUISITE: DWT-099 (minimum grade A-) or placement at ENG-101H

ENG-102 ENGLISH COMPOSITION 2 3 CREDITS

In this course, students will continue to build upon the critical thinking and writing skills developed in English Composition 1. English Composition 2 is designed to help students deepen their understanding of written texts while improving their writing and research skills. The objective of this course is to strengthen the academic writing skills necessary for the integration and appropriate documentation of readings from literature and/or other academic disciplines. Close reading, class discussions, written assignments (in a variety of rhetorical modes), and the demonstration of research skills (using primary and secondary sources) are required for the successful completion of this course. PREREQUISITE: ENG-101 or ENG-101H (minimum grade C-)

ENG-102H HONORS ENGLISH COMPOSITION 2 3 CREDITS

This honors-level course builds upon the standard description of English Composition 2: students will engage in close reading and class discussion of texts and write essays defending textual interpretations. Interdisciplinary reading and writing assignments will be appropriate to the honors level. A research paper and presentation to the class will be required. PREREQUISITE: ENG-101 (minimum grade A-) or ENG-101H (minimum grade B)

ENG-104 TECHNICAL REPORT WRITING 3 CREDITS

Instruction has been organized to emphasize methods involved in the writing process. Special emphasis has been placed on the factors which report writers must consider & the processes they must follow in writing a report. Students will become acquainted with the techniques of analyzing a writing situation, methods of investigating the problem, organizing the report, and preparing the final copy. PREREQUISITE: ENG-101 or ENG-101H (minimum grade C-)

ENG-107 INTRODUCTION TO CREATIVE WRITING 3 CREDITS

The emphasis of this course will be on the creation of artistic works, which may include fiction, non-fiction, memoir, and poetry. Students will learn various aspects of characterization, plot development, dialogue, point of view, use of literary devices, and other basic elements that comprise written creative expression. Preparation of a portfolio is required of each student. Final projects will include a class reading of finished pieces and potential publication in the STCC literary magazine. PREREQUISITE: ENG-101 minimum grade of C-

ENG-110 ENGLISH COMPOSITION 2: JOURNALISM 3 CREDITS

This is an introductory, 3 credit course designed to continue to build on the critical thinking and writing skills developed in English Composition 1, in the context of writing various kinds of articles for a newspaper. The objective of this course is to strengthen the academic writing skills necessary for the integration and appropriate documentation of materials from various academic disciplines. These skills will be practiced focusing on news reporting and feature writing. Demonstration of research skills (using primary and secondary sources) are required for the successful completion of this course. PREREQUISITE: ENG-101 or ENG-101H (minimum grade C-)

Credit Course Descriptions

ENG-120 INTERPERSONAL COMMUNICATION 3 CREDITS

In the course, students will examine basic concepts, theories, and the role interpersonal communication plays in initiating, developing, and maintaining (or terminating) relationships. Furthermore, the course will also allow students the opportunity to critically evaluate interpersonal relationships, the communication issues related to human interactions in various circumstances, and the impact of communication on behavior. PREREQUISITE: ENG-101 or ENG-101H (minimum grade C-)

**ENG-200 LIT/WESTERN WORLD:
BC TO 17TH CENTURY 3 CREDITS**

This course examines literary classics of Western culture to develop both an appreciation of their intrinsic worth and an awareness of their significance in the history of ideas & literature. Readings are from the Biblical, Classical, Medieval, and Renaissance periods and might include portions of the Old Testament; selections from epic narratives such as Homer's *Odyssey*, Virgil's *Aeneid*, and Milton's *Paradise Lost*; selected poetry of Sappho, Catullus, Petrarch; selections from frame narratives such as Dante's *Inferno* and Chaucer's *Canterbury Tales*. PREREQUISITE: ENG-102 or ENG-102H (minimum grade C-)

ENG-211 AMERICAN LITERATURE: 1860 - PRESENT 3 CREDITS

Readings of American fiction, poetry, and drama from the Civil War to the present, ranging from Whitman, Dickinson, Twain, James, Frost, Hemingway, Faulkner and several contemporary writers. This course continues the survey of American literature from the same critical perspective as ENG-210. PREREQUISITE: ENG-102 or ENG-102H (minimum grade C-)

ENG-222 IRISH LITERATURE 3 CREDITS

This course introduces students to Irish Literature through close reading and discussion of texts covering a variety of Irish forms and themes. By examining works in their contemporary social and historical contexts, students will gain a deeper appreciation of the unique culture, heritage, and history of Ireland and its people. Crossing the Atlantic, students will search for those same themes in Irish-American literature to create a broader understanding of the Irish identity. PREREQUISITE: ENG-102 (Minimum grade C-)

ENG-223 LATINO LITERATURE 3 CREDITS

This course will introduce students to contemporary writings by Latino writers who are living or have lived in the U.S. Students will develop a greater understanding of one of America's largest, most diverse minority populations and social, cultural, and economic issues with which it contends. Close reading of works in various literary genres (including social and cultural criticism) will be used to expand on such issues and themes as assimilation, cultural and gender identity, ethnic identification, cultural conflicts, cultural isolation, political and economic struggles, and perceptions of mainstream America. PREREQUISITE: ENG-102 or ENG-102H (minimum grade C-)

ENG-225 CHILDREN'S LITERATURE 3 CREDITS

Children's Literature is an elective one-semester survey course. Students read and analyze picture storybooks, folklore, children's poetry, and young adult novels. Selections are multicultural. PREREQUISITE: ENG-102 or ENG-102H (minimum grade C-)

ENG-228 THE CITY IN LITERATURE 3 CREDITS

The urban experience and its social, and educational realities are discussed through a variety of texts that exemplify life in the city. From urban fiction to formal sociological studies, the subtleties of the shadows that make up the urban landscape in what Sir Patrick Geddes recognized as "more than a place in space, it is a drama in time" are examined. PREREQUISITE: Take ENG-101; Minimum grade C-,PR,CH,CL,T,TS;

ENG-240 SEX & SEXUALITY IN WESTERN LITERATURE 3 CREDITS

This course will focus on the diverse ways issues of sex and sexuality have been played out on the textual stage of Western literature. Armed with critical frameworks (including Foucault's *History of Sexuality*), students will grapple with the continuum of sexualities depicted in literary works as well as the medicalization of sexuality originating in the 19th century and continuing into the present day. The primarily 19th and early 20th century readings will be weighted towards those sexualities that have been historically marginalized including what we now term gay/lesbian/and bisexual. These texts will span the genres of poetry, drama, fiction and non-fiction, and include works by Chaucer, Shakespeare, William Bradford, Christina Rossetti, Tennyson, Melville, Oscar Wilde, EM. Forster, D.H. Lawrence, Virginia Woolf Radclyffe Hall, and Tennessee Williams. Historical contextualization will be offered by the writings of Krafft-Ebing, Havelock Ellis, and Freud. PREREQUISITE: ENG-102 or ENG-102H (minimum grade C-)

ENG-251 SATIRE IN FILM AND LITERATURE 3 CREDITS

This course examines the role of satire in popular culture, focusing on its use in literature, television, and film. Setting the satirical work in its cultural and historical context, students will explore social commentary present in texts like *A Modest Proposal*, *Catch-22*, and *The Onion* and television shows like *South Park*, *The Simpsons*, *Futurama*, and *The Colbert Report*. Developing an awareness of satire as a mode of expression, students will gain a deeper understanding of popular culture and its subversive authors. PREREQUISITE: ENG-102 (minimum grade C-)

FIRE PROTECTION & SAFETY TECHNOLOGY

**FST-120 PRINCIPLES OF FIRE ADMINISTRATION
OF FIRE DEPARTMENTS 3 CREDITS**

An exploration of organizational principles with emphasis on fire department organization; a study of the history, types, methods, and principles of fire department organization, both formal and informal, line and staff. Emphasis is placed on supervisory responsibilities and functions. This course is offered only in the spring semester.

Credit Course Descriptions

FST-130 FIRE PROTECTION SYSTEMS 3 CREDITS

The detection and extinguishing systems of both automatic and manual types are studied, including sprinkler and standpipe systems, inert gases, foam and dry chemicals, temperature and smoke responsive devices, and alarm, and signaling systems. Demonstration will illustrate and supplement the class work. Required for graduation. This course is offered only in the spring semester. PREREQUISITE: FST-101;

FST-140 FIRE OFFICERSHIP 3 CREDITS

Fire department company officers play an important role in the coordination of the fire department's goals and objectives. In most instances, they are the people who ensure that action is taken to accomplish day-to-day tasks. This course focuses on the basic principles of fire department organization, leadership principles, working relationships, and personnel management. For the firefighter aspiring to become a company officer, or for a company officer wishing to improve management skills, this course will help develop and improve the necessary skills to effectively manage the Fire Company. This course is offered only in the spring semester. PREREQUISITE: FST-101

FST-210 FIRE PROTECTION HYDRAULICS & WATER SUPPLY 3 CREDITS

This course covers incompressible fluids, including fluid properties, principles of fluid status, fluid flow system principles, pipe friction and heat loss, flow measurements, pumps, and other hydraulic devices and machinery. Applications are related to fire protection systems such as sprinklers, standpipes, hoses, nozzles, pumps, and water supply systems. Demonstrations will illustrate and supplement the principles developed in class. Required for graduation. This course is offered only in the spring semester. PREREQUISITE: MAT-100

FST-221 ADVANCED FIRE INVESTIGATION 3 CREDITS

This course is a continuance of the Introduction to Fire Investigation. The Advanced Fire Investigation deals with the history, development, and philosophy of fire investigation and detection. Topics will include inspection techniques, evidence gathering and development of technical reports, fundamentals of arson investigation, processing criminal evidence, and criminal procedures related to various state and local statutes.

FRENCH

FRE-101 ELEMENTARY FRENCH 1 3 CREDITS

This is an introductory course for students with little or no previous background in French. Students are introduced to the French alphabet, diacritical marks, and phonics system. Basic grammar, vocabulary building, reading comprehension, and writing are also introduced. Basic listening comprehension skills and conversational skills are developed. The class is conducted in French as much as possible. PREREQUISITE: Placement at ENG-101 or its equivalent or permission of instructor.

FRE-102 ELEMENTARY FRENCH 2 3 CREDITS

This course is a continuation of FRE-101. Students build on grammar skills i.e. present, past, and future tenses of verbs, expand vocabulary, reading comprehension and writing paragraphs and short compositions. Short stories and poetry are covered in class. Students expand their listening and speaking skills. The class is conducted mostly in French. PREREQUISITE: FRE-101

GRAPHIC COMMUNICATION & PHOTOGRAPHY

GAT-122 DIGITAL WORKFLOW 2 CREDITS (+1 LAB CREDIT)

This lecture and lab course presents the various techniques, both traditional and electronic, of prepress preparation for printing. The lecture portion of the course will cover the specific requirements of image reproduction, including an overview of equipment materials, software, and technique. The process of laying out a print job in the most efficient and economical configuration will be emphasized. In the lab portion, students will be introduced to traditional pre-press techniques, including contacting, camera work, and film image assembly. Precision, calibration, and quality evaluation will be stressed. COREQUISITE: Take GAT-122L

GAT-125 TYPOGRAPHY AND LAYOUT DESIGN 2 CREDITS (+1 LAB CREDIT)

Typography & Layout Design is a course designed to introduce students to the basic elements of type, design, and page layout. The lectures will cover the history, specification, and aesthetics of type, both as text and design elements. The fundamentals of page layout will be covered with a focus on the effective visual presentation of type and images. In the labs, students will begin with the basics of designing & producing traditional art work and proceed to digital design and layout using current software. An emphasis on clean, functional design will be stressed. COREQUISITE: Take GAT-125L

GAT-131 GRAPHIC COMMUNICATIONS 2 CREDITS (+1 LAB CREDIT)

Graphic Communications is comprehensive overview of the printing industry. This course will introduce the students to the world of contemporary printing through a series of lectures. A study of printing history, an examination of how various technologies evolved; and a look at present-day printing processes will provide the student with a foundation for all other courses offered in Graphic Communications Department. Lab portion of graphic communications course will cover the standard graphic software and print media equipment. Students will do variety projects dealing with print media. COREQUISITE: GAT-131L

GAT-150 INTRODUCTION TO PROFESSIONAL PHOTOGRAPHY 2 CREDITS (+1 LAB CREDIT)

An introduction to photography using computer-based technologies, as well as learning about the history and aesthetics of photography. The student will learn how to use professional photographic and studio lighting equipment. In addition, the student will use professional software for image processing and output (both black and white and color). There will be many demonstrations covering a wide variety of photographic techniques. Students are given picture-

Credit Course Descriptions

taking assignments to develop their composition and perspective skills, and to promote creativity. Critiques, both private and public, are held to provide students feedback regarding their work. COREQUISITE: Take GAT-150L and GAT-151

GAT-151 DIGITAL PHOTOGRAPHY/ STUDIO MODULE 2 CREDITS

Digital Photography Studio Module is an introductory digital photography course instructing students on the safe and proper operation of the department's digital cameras, studio lighting equipment, and printers. There will be many hands-on, on-site demonstrations that will give students experience that will prepare them for higher level digital photography courses. COREQUISITE: Take GAT-150

GAT-152 ADVANCED PROF. DIGITAL PHOTOGRAPHY 2 CREDITS (+1 LAB CREDIT)

This is an advanced photography course using computer-based technologies. The student will use professional photographic and studio lighting equipment in the production of high quality photographic images. In addition, the student will learn advanced software techniques for image processing and the manipulation of digital images. There will be many demonstrations covering a wide variety of professional photographic techniques, including portrait, product, and macro photography. The students will also learn the basics of professional wedding photography. Students are given picture-taking assignments to hone their composition and perspective skills. Critiques are held to provide the student feedback regarding his/her work. Professional mounting and presentation techniques shall also be demonstrated. This course is offered only in the spring semester. PREREQUISITE: GAT-150; COREQUISITE: Take GAT-152L

GAT-155 MACINTOSH OPERATING SYSTEMS 2 CREDITS (+1 LAB CREDIT)

Since the Apple Macintosh computer has become a staple "tool" for electronic prepress, learning proper operating procedures and maintenance are essential for all Graphic Arts Technology students. This hands-on lecture course explores system software basics, including all five Macintosh microprocessor generations, disk management, files & folders, menus & hierarchies, System & Finder, loading & updating software, Mac OS X applications & utilities, font usage, file formats, file sharing & networking, troubleshooting, connecting peripherals & printing, and third party utilities used in today's digital industry. Students final project will be a multimedia presentation using Apple software. Note this course & lab are web-assisted. COREQUISITE: Take GAT-155L

GAT-160 INTRODUCTION TO WEB DESIGN 2 CREDITS (+1 LAB CREDIT)

This lecture and laboratory course is designed to introduce the concepts of the world wide website design and development. Students will learn the basics of HTML programming to create a home page that incorporates graphic, textural, and aesthetic perspectives. Each student will design a home page as part of the course. The present and future status of the world wide web will be discussed. Basic computer skills are required. COREQUISITE: Take GAT-160L

GAT-162 DIGITAL IMAGING-PHOTOSHOP 2 CREDITS (+1 LAB CREDIT)

Using Macintosh computers, students will learn to use current versions of the industry-standard digital image manipulation programs, Adobe Photoshop and Adobe Lightroom. Students will learn how to properly prepare digital images for a wide variety of output considerations and to improve the aesthetic quality of digital images. In addition, students will learn how to realistically create and modify digital images using sound graphic design principles for both print and screen applications. Students will develop professional digital retouching and restoration, compositing, and a wide variety of advanced digital imaging techniques. Students will also learn the basic principles of image capture and color management. COREQUISITE: Take GAT-162L

GAT-174 AIRBRUSHING TECHNIQUES I 2 CREDITS (+1 LAB CREDIT)

This studio course is an introduction to the materials, processes, and aesthetic considerations in airbrushing. Students will create a series of airbrushed paintings on a variety of substrates that emphasize individual expression, technical development, principles of pictorial composition and visual representation. No previous art background is required. This course is offered only in the fall semester. COREQUISITE: GAT-174L

GAT-175 AIRBRUSHING TECHNIQUES II 2 CREDITS (+1 LAB CREDIT)

Advanced airbrushing. Include operation, T-shirt design, stencil making, illustration work, tools, airbrush materials techniques, and professional environment. This course is offered only in the spring semester. PREREQUISITE: GAT-174

GAT-222 COLOR MANAGEMENT 2 CREDITS (+1 LAB CREDIT)

In GAT-222 Color Management the student will learn the basic techniques for setting up and evaluating the quality of a prepress system. The calibration of a closed feedback loop will be the heart of the course with special emphasis on color management techniques. The course will use CIE based color models as the foundation for color specification and tolerancing. Students will learn techniques for ensuring that the final printed output of printed materials is predictable and match the requirements of the job. Also covered will be such topics as dot shape, screen frequency, screen angles, moire' output resolution, and stochastic imaging. This course is offered only in the spring semester. PREREQUISITE: Take GAT-220 or permission of instructor; COREQUISITE: GAT-222L

GAT-225 ADVANCED TYPOGRAPHY AND LAYOUT DESIGN 2 CREDITS (+1 LAB CREDIT)

Advanced Typography & Layout Design is the continuation of Typography & Layout Design, emphasizing clean, functional design while working with more difficult professional elements of type, design, and page layout. The lectures will cover professional works from various sources, as students will learn to critique their own use of text and design elements. Projects will continue to stress primary design elements (learned in the previous course) as students follow directions from design concept to print. In labs, students will

Credit Course Descriptions

learn more effective visual presentation principles, work with 3-D design problems, and further learn professional uses of type and images. Students will continue to work with current layout software applications that are predominant in today's print and digital media industry. This course is offered only in the spring semester. COREQUISITE: Take GAT-225L

GAT-231 SCREEN PRINTING & VINYL PRINTING **2 CREDITS (+1 LAB CREDIT)**

This course is an introduction to the various applications of screen printing and vinyl printing. Student designed activities are supported by exercises that provide quality and control for printing process. Emphasis of the course is centered on establishing repeatability of the printing process by controlling variables; photographic stencil systems; single and multiple color image design, conversion assembly and transfer; sheet-fed manual and flat substrate printing applications of simple and complex close register line images. Vinyl printing students will design on different applications and apply it to substrates. Vinyl printing students will use various software. PREREQUISITE: GAT-131 or by permission of Instructor; COREQUISITE: Take GAT-231L;

GAT-238 INTEGRATED ADVERTISING CAMPAIGN DEVELOPMENT **2 CREDITS (+1 LAB CREDIT)**

In this course, students will learn the origins of contemporary advertising and the relationship between marketing strategies and tactics. Students will become familiarized with the various stages involved in the execution of an integrated advertising campaign as well as key marketing principles (such as segmentation, targeting, and positioning) that determine the creative direction and elements used in the design and production of advertisements. Laboratory assignments will encompass all aspects for planning, developing, and executing all advertisement elements required to produce an integrated promotional campaign. The student will be required to create and produce advertisements for use across multiple-media platforms using graphic arts software such as Adobe Illustrator, Adobe Photoshop, and Adobe Dreamweaver. This course is offered only in the fall semester. PREREQUISITE: GAT-125 GAT-135 GAT-263 GAT-162 DMP-102; COREQUISITE: Take GAT-238L

GAT-251 ADVERTISING PHOTOGRAPHY **2 CREDITS (+1 LAB CREDIT)**

An advanced photography course requiring students to produce images that command the viewer's attention. The student will develop strong artistic and technical visual problem-solving abilities, primarily in a studio environment, but several carefully-controlled on-location projects are assigned. Product photography, fashion photography, food photography, and editorial photography will be emphasized. In addition, photography students work closely with STCC's Cosmetology program, photographing professionally-styled models. Additional course emphasis will be on client communication, professional business practices, and publication design. The student will produce an advertising piece using his/her own photographic and graphic design skills. Critiques are held to provide the student feedback regarding his/her work. This course is offered only in the spring semester. PREREQUISITE: Take GAT-152; COREQUISITE: Take GAT-251L

GAT-260 DIGITAL PRESS PRODUCTION **2 CREDITS (+1 LAB CREDIT)**

This course will familiarize the student with the theory and operation of the Canon Digital press. The technical components of these presses will be detailed emphasizing the advantages and limitations of the process, enabling the student to maximize his/her design capabilities. Printing substrates will be presented in detail along with color matching systems. Laboratory exercises will familiarize the student with operation of a digital press. PREREQUISITE: GAT-131; COREQUISITE: Take GAT-260L

GAT-261 DIGITAL PUBLISHING 2 CREDITS (+1 LAB CREDIT)

This lecture and laboratory course covers the computer preparation of graphic elements for publication. In the lecture part of the course the topics of publication planning and organization, imaging requirements, color, and applications software will be discussed. An emphasis will be placed on how the finished job will look. The laboratory part of the course will be made up of a series of progressively more complex exercises designed to develop the student's skills on page layout software. Each student will design and produce a series of projects for this course. This course is offered only in the spring semester. PREREQUISITE: GAT-125; COREQUISITE: Take GAT-261L

GAT-262 ADVANCED DIGITAL IMAGING TECHNIQUES **2 CREDITS (+1 LAB CREDIT)**

An advanced digital imaging course focusing on digital imaging theory, the relationship of conventional film-based photographic techniques applied to the digital world, and digital image manipulation using Adobe Photoshop and Lightroom programs. This course will teach students how to professionally modify their digital images to address specific imaging problems, including distortion and perspective correction and control, Raw image processing, advanced defringing and retouching techniques, and advanced image compositing and stitching techniques. In addition, advanced image capture techniques shall be addressed through the theory and the digital application of Ansel Adams' Zone System. Students will be given a series of projects that will allow them to incorporate the learned techniques into their work. This course is offered only in the spring semester. PREREQUISITE: GAT-162 or permission of instructor; COREQUISITE: Take GAT-262L

HEALTH & FITNESS

IND-115 HEALTH AND WELLNESS 3 CREDITS

An introductory health and wellness course that explores the basic components of a healthy lifestyle including healthy behavior, nutrition, exercise, relationships, and environmental awareness. PREREQUISITE: DWT-099 & DRG-091 (minimum grade of C-) or placement at higher-level

MLT-118 PHLEBOTOMY AND SPECIMEN HANDLING 1 CREDIT

An overview and introduction of basic skills as used in specimen handling and phlebotomy. This course is designed to prepare an individual to perform venipuncture and capillary puncture in order

Credit Course Descriptions

to obtain blood specimens for diagnostic procedures. The course will include anatomy and physiology of the circulatory system, safety considerations, confidentiality, communication, quality control, collection, transport and processing of all specimens types received in the clinical laboratory. Two lecture hours for 7 weeks, 1 credits. PREREQUISITE: Take MLT-112; COREQUISITE: Take MLT-118L

HEALTH INFORMATION TECHNOLOGY

HIT-110 HEALTH OFFICE BASICS 3 CREDITS

This course will provide the student with an introduction and overview of types of medical providers, day to day operations, customer service and privacy regulations that they will encounter in a health care setting. The student will have a general understanding of ethical issues and the law as they apply to operations and patient care in a health setting. Interpersonal skills in a health care setting will also be explored.

HIT-120 INTRODUCTION TO DIAGNOSTIC CODING 1 4 CREDITS

This course is a comprehensive study of ICD-IO-CM. It will involve an in-depth study of diagnostic coding of diseases for all the major body systems. Specifically, coding guidelines and techniques will be applied to coding scenarios. PREREQUISITE: MED-100

HIT-122 INTRODUCTION TO PROCEDURAL CODING 3 CREDITS

This course is a comprehensive study of CPT-4 procedural coding. Outpatient and professional coding for evaluation and management, anesthesia, surgery, pathology, laboratory, radiology and medicine will be emphasized. This course will also explore coding for emergency rooms, physicians' offices, professional services at inpatient facilities and outpatient facilities. PREREQUISITE: MED-100

HIT-124 INTRO TO PCS CODING 2 CREDITS

This course is a comprehensive study of ICD-10-PCS. This course will involve an in-depth, systematic study of hospital inpatient therapeutic and diagnostic procedure coding with an emphasis on specificity and current coding guideline procedures and techniques. This course will include coding practice for ICD-10-PCS procedure coding. PREREQUISITE: MED-100

HIT-126 STRATEGIC HEALTH INFORMATION TECHNOLOGY 3 CREDITS

This course will build on the introductory HIM course and cover the strategic elements of the health information management field and career. Topics will include healthcare data, healthcare delivery systems, health data concepts, electronic health record systems, information systems and project management, healthcare data management and statistics, performance management, and HIM Human Resource and Operational management. PREREQUISITE: HIT-125, minimum grade of C.

HIT-130 ELECTRONIC HEALTH RECORDS 2 CREDITS

This course will provide the student with an understanding of the impact an Electronic Health Records system has on patient care and workflow processes in a health care setting. The course will focus on providing the student with the foundational knowledge of EHR systems, a practical perspective on how an EHR system effects the health care setting and hands-on experience using an EHR product.

HIT-145 HEALTHCARE INFORMATICS 3 CREDITS

This course will apply information system policies and procedures required by national health initiatives, and current laws and licensure related to health information initiatives. The application of policies and procedures of network usage, electronic health records (EHR), personal health records (PHR), public health and other administrative components are addressed. The relationship of HIPAA to IT will also be covered in this course. This course provides knowledge of how the evolution of computers has impacted the health care field with focus on electronic processing methods in the Health Information Management department. PREREQUISITE: CIT-101

HIT-206 PREPARATION FOR THE CERTIFIED CODING ASSISTING EXAM 1 CREDIT

This course will prepare the Health Information Technology student to take the Certified Coding Assistant (CCA) examination administered by the AHIMA. This examination is required by many employers for entry-level coding positions. A review of all prerequisite material will prepare the student to successfully pass the CCA exam. The student will be introduced to the test-taking experience, the construction of the text, the content of the test, and the test in a timed environment. PREREQUISITE: HIT-125 and HIT-130, HIT-260, HIT-265

HIT-255 LAW AND ETHICS IN HEALTHCARE 3 CREDITS

This course analyzes the legal and ethical concepts in health information management. This course focuses on the study of legal and ethical principles applicable to health information, patient care and health records. Topics include: the study of law in general and the working of the American legal system, courts and legal procedures, principles of liability, ethical standards and decision making and challenges from an ethical perspective, patient record requirements, access to health information, confidentiality and informed consent, the judicial process of health information, specialized patient records, risk management and quality assurance, HIV information, and the electronic health record. Restricted to HIM.AS students. Minimum grade of C is required to pass course.

HIT-260 INTRO TO TO REVENUE CYCLE MANAGEMENT REIMBURSEMENT 3 CREDITS

This course focuses on advanced topics in healthcare reimbursement. The course includes an introduction to third party payers, revenue cycle management and chargemaster development and administration. It also focuses on principles of healthcare reimbursement including health insurance plans, government-sponsored healthcare programs, managed care plans, fee schedules and prospective payment systems for various healthcare settings. Compliance with HIPAA and other regulatory agencies will be included. PREREQUISITE: HIT-120 and HIT-122.

Credit Course Descriptions

HIT-266 FIELD STUDY INTERNSHIP MCBS 3 CREDITS

This co-op will give the student work experience in the Health Information Technologies program. The student may gain experience as a medical coder, medical biller or a patient account representative. PREREQUISITE: HIT-265

HIT-267 PROFESSIONAL PRACTICE EXPERIENCE 3 CREDITS

This course will allow students to perform beginner and advanced functions of a health information management (HIM) department. Students will work in an actual work environment in a traditional setting. Activities will include application of all HIT coursework. The student will also learn professional skills to prepare them for employment in the HIM career field. The Professional Practice Experience is a competency based learning experience in acute, ambulatory or long-term care facilities. Students demonstrate knowledge and skills in record content, abstracting, electronic medical record, filing, analyzing, legal aspects of records, coding and other functions. 150 onsite hours are required. PREREQUISITE: HIT-120, HIT-122, HIT-125, HIT-145

HIT-269 RHIT EXAM PREP 1 CREDIT

This course will prepare the student to write to AHIMA national RHIT examination by strengthening key competencies learned in HIT courses. The course will cover many sample exam questions as well as practice exams. PREREQUISITE: Completion of all HIT courses with a "C" or better; PREREQUISITE: HIT-145, HIT-126, HIT-255, HIT-130 and HIT-260

HEALTH SCIENCE

HSC-110 COMM AND PROFESSIONALISM IN HEALTHCARE 3 CREDITS

Communication is key to successful patient relationships and health outcomes, and it is essential for navigating the business of healthcare. Emphasis in this course is placed on learning to communicate effectively in the healthcare environment, compliance with regulations and developing a professional presentation. Additionally, students will explore requirements of various health fields and the professional skills required to be an effective healthcare provider. Topics will include instruction in effective study practices, critical thinking processes and exposure to healthcare technologies.

HSC-150 PATIENT CARE AND SAFETY 2 CREDITS (+1 LAB CREDIT)

This course will introduce the core components to patient care and the importance of safety in the workplace. It is essential that all health care professionals understand the importance of safety in the workplace for maintaining the health and safety of patients, health care professionals and others. This course will explore safety in the work place, infection control, body mechanics for self and when treating patients along with CPR and First Aid. The course will also cover patient care including communication, vital signs, and patient assessment and critical thinking through case based learning in a virtual hospital setting and through patient simulation. COREQUISITE: Take HSC-150L

SMC-125 EMT BASIC 5 CREDITS (+2 LAB CREDITS)

The EMT course covers all emergency medical concepts and techniques currently considered to be within the responsibilities of the EMT-Basic (EMT-B) providing emergency care in a pre-hospital setting as set forth by the Office of Emergency Medical Services for the Commonwealth of Massachusetts. This course meets or exceeds course requirements established by the U.S. Department of Transportation and the Massachusetts Office of Emergency Medical Services. The course will also cover topics related to future trends and care methodologies in emergency medicine. COREQUISITE: SMC-125L

SMC-161 STERILE PROCESSING TECHNICIAN 6 CREDITS

This course provides the fundamentals of central service supply, processing, and distribution (CSD). Instruction and practice is given in aseptic technique. Patient centered practices and theories, customer service, and overall policies and practices of the central service supply departments. Students who successfully complete this course are eligible to take the International Association of Healthcare Central Service Material Management (IAHCSMM) and/or Certification Board for Sterile Processing and Distribution (CSPD) certifying exam(s). Three lecture and 6 laboratory hours. COREQUISITE: Take SMC-161L

SMC-180 PHLEBOTOMY TECHNICIAN 3 CREDITS (+2 LAB CREDITS)

An overview and introduction of basic skills as used in specimen handling and phlebotomy. This course is designed to prepare an individual to perform venipuncture and capillary puncture in order to obtain blood specimens for diagnostic procedures. The course will include anatomy and physiology of the circulatory system, safety considerations, confidentiality, communication, quality control, collection, transport and processing of all specimens types received in the clinical laboratory. COREQUISITE: SMC-180L; SMC-185

SMC-185 PHLEBOTOMY TECHNICIAN CLINICAL 2 CREDITS

This course requires the student in the controlled environment of a clinical internship setting to demonstrate the clinical competencies learned in the Phlebotomy Technician lecture and lab courses. This phlebotomy clinical practicum course is designed for students to experience the hands-on application of clinical and professional procedures required as part of the competency and outcomes established for the Phlebotomy Technician certification. It is designed for students wishing to enter the health care industry or advance from an existing entry level health care position. This course provides students with readiness by providing 90 hours of approved phlebotomy experience in the practicum that must be earned in an approved health care facility that engages in the collection, examination or transportation of materials derived from the human body. Students completing and passing all Phlebotomy courses will be able to sit for the Registered Phlebotomy Technician national exam. COREQUISITE: SMC-180; SMC-180L

Credit Course Descriptions

HISTORY

HIS-100 SURVEY OF EARLY WESTERN CIVILIZATION 3 CREDITS

Origin and development of western civilization from the Stone Age through the classical civilization of the ancient world. The contributions of each major historical group through the emergence of modern Europe will be explored with emphasis on the social, economic and political trends of each period. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HIS-105 CULTURAL GEOGRAPHY 3 CREDITS

This course studies contemporary world cultures and their interrelationships with geographic structure and regions, to gain a global perspective on current world events. Content includes human origins and distribution; population, migration, health, climate, culture, language, settlement, industry, and agriculture. The course will seek to introduce students to the diversity of human life, cultures, and ways of life across the globe. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HIS-110 SURVEY OF U.S. HISTORY AND GOVERNMENT 3 CREDITS

History of the United States from the Colonial period to the end of the Civil War and Reconstruction. A topical approach is followed within a chronological framework centering on the colonial origins of American society, its separation from England, the subsequent process of nation building, framing of the Constitution, formation and structure of the United States government, and the development of the Civil War during the Ante-Bellum period. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HIS-111 SURVEY OF MODERN U.S. HISTORY 3 CREDITS

History of the United States from the end of the Reconstruction period to the present. Consideration will be given to the impact of the Industrial Revolution on Late Nineteenth Century America and the influence of war and reform on the nation during the Twentieth Century. A social cultural and new political approach will be utilized. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HIS-114 THE HISTORY OF SPRINGFIELD, MA 3 CREDITS

This course will explore the history of Springfield, MA from the colonial era to the present. Focus will be paid to the settlement of the city in the colonial era, the city's role in major historic events such as the American Revolution, Shays' Rebellion as well as cover the city's role in industrial development. Other topics will include an examination of the city has and continues to grow. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HIS-121 HISTORY OF WITCHCRAFT AND SUPERSTITION 3 CREDITS

This course covers the history and variety of human beliefs that stem from: witchcraft (ancient, modern and non-western), werewolves, vampires, golems, Dr. Frankenstein, ghosts, demons, UFOs the Loch Ness Monster, Big Foot zombies. Other related topics of interest to the class will also be studied. The meaning and history of supernatural and superstition will be investigated. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

HONORS COURSES

HNR-206 INVENTION TO MARKET: CONCEPT TO COMMERCIALIZATION 3 CREDITS

This honors course provides direct theoretical and practical expertise in invention, innovation and entrepreneurship. It will utilize the E-Team concept to promote, enhance and support innovation through the use of guest speakers, workshops, lectures, field trips, laboratory experiments, professional advice and group dynamics. E-Teams will be comprised of students from a variety of disciplines that include business and technology. Student projects, centered on real-life designs and ideas will be discussed and evaluated by the E-teams. Emphasis is given to the students' creativity and ingenuity culminating in a marketable innovation. Areas of special interest are: safety, adaptive (universal) design, comprehensive application, flexibility and environmental impact. Visits to various area businesses may also be a part of this course.

HNR-215 THE PSYCHOLOGY OF LOVE 3 CREDITS

The Psychology of Love will explore, in detail, the phenomenon labeled "Love." The student will develop an understanding of how Love motivates actions in sexuality, work, relationships, human development, and spiritually. This course will take a scholarly, yet humanistic, approach to studying how love shapes elements of psychology, sociology, and anthropology. Various theories from both historic and current leaders in the field will be examined. Learning through self-discovery and personal insight is emphasized.

LANDSCAPE DESIGN & MANAGEMENT

LAN-115 PRESENTATION TECHNIQUES 3 CREDITS

A course in mechanical drafting, stressing the media and techniques commonly used in the preparation of landscape plans. The use of instruments, lettering and line techniques is covered first, followed by the development of isometric and perspective drawings. Working in three-dimensions is stressed, so that the student may best visualize spatial relationships in future landscape design courses.

LAN-120 TURF MANAGEMENT 2 CREDITS (+1 LAB CREDIT)

The study and identification of turf grasses as used in the New England area. Much emphasis is placed upon the best use of types involved. Topics in the lectures include soil and fertilization requirements, drainage and irrigation, best turf types, grass and seed identification, maintenance and renovation, and disease and insect

Credit Course Descriptions

control. The laboratories are involved in soil testing, turf growing, maintenance techniques and field trips. Two hour lecture, one three-hour lab. COREQUISITE: Take LAN-120L

LAN-230 PLANT PROPAGATION 2 CREDITS (+1 LAB CREDIT)

A course dealing with the procedures used in propagating and growing plant materials. Lectures deal with the theoretical aspects of growing and the laboratories are devoted to greenhouse and field work. Several field trips are taken to commercial nursery operations in the area. Two-hour lecture, one three-hour lab. COREQUISITE: Take LAN-230L

LAN-235 DIGITAL DESIGN GRAPHICS 2 CREDITS (+1 LAB CREDIT)

An introductory course using Computer Aided Drawing and Design (CADD) techniques to digitally represent landscape design concepts and landscape construction drawing details. Students will learn to digitally represent landscape designs and construction details with technologies used by many of today's professional landscape design and construction businesses. AutoCAD, Sketchup, and Illustrator design programs will form the basis for the course. CADD software is a critical tool used for creating 3-D digital models, plans, and construction drawings. Like many other forms of digitalized media; CADD tools provide an avenue for sharing information using the Internet, e-mail attachments, and specialized CADD reader software. Students will also be introduced to the hybrid graphic techniques of enhancing digitally prepared drawings with hand rendered effects. For those wishing to gain, or improve upon their CADD skills and proficiency in digital design graphics, this course will help you reach your goals. PREREQUISITE: LAN-115, or equivalent skills; COREQUISITE: LAN-235L

LAN-240 LANDSCAPE DESIGN 2 1 CREDIT (+2 LAB CREDITS)

A continuation of Landscape Design 1 stressing presentation and analysis. The areas dealt with are urban shopping and business spaces, small office buildings, schools and playgrounds, and parking areas. One one-hour lecture, two two-hour labs. PREREQUISITE: LAN-220; COREQUISITE: Take LAN-240L

LAN-250 SUSTAINABLE PEST MANAGEMENT 2 CREDITS (+1 LAB CREDIT)

This course serves as an introduction to the study of insects, diseases, and weeds that affect the growth of ornamental plants in the New England area. Both the identification and control of the most common plant pests will be discussed. Control by cultural and biological methods, rather than the use of chemicals will be stressed, but the realistic need for chemical control and the safe use of chemicals will also be part of the course. Preparation for taking the state pesticide licensing examination will be a part of the course. Two one-hour lectures, and one three-hour lab. COREQUISITE: Take LAN-250L

LAN-260 EARTH FORMS AND STRUCTURES 3 CREDITS (+1 LAB CREDIT)

A study of the equipment, materials, and methods used in constructing earth forms and landscape features such as walls, walks, drives, fences and terraces. Considerable field work is involved, in

which the students lay out and construct features as mentioned above. Three one-hour lectures, one three-hour laboratory. COREQUISITE: Take LAN-260L

MANAGEMENT

MGT-101 PRINCIPLES OF MANAGEMENT 3 CREDITS

This course provides the student with an introduction to the art and science of management. A detailed analysis is made of the planning, organizing, leading, and controlling functions. Particular emphasis is placed upon the decision-making process. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) and MAT-073 (or placement at higher levels)

MGT-230 BUSINESS ETHICS 3 CREDITS

This course introduces students to the relationship between business and society. Topics include corporate citizenship, identification and analysis of stakeholder issues, business ethics fundamentals, business influence on government and the public sector, ethical issues in the global arena, workplace issues, and employment discrimination and affirmative action. Upon completion, students should be able to apply ethical principles and guidelines to business decision making. PREREQUISITE: MGT-101

MGT-240 LEADERSHIP 3 CREDITS

This course examines the actions leaders take to help individuals, teams, and organizations grow/develop and reach their goals. Major leadership theories and concepts covered include: creating a mission/vision/values, leadership styles, management styles, communication and influencing skills, power, managing conflict, introducing and managing change, and leading teams. PREREQUISITE: MGT-101;

MGT-260 ORGANIZATIONAL BEHAVIOR 3 CREDITS

This course examines the key factors that influence and impact human behavior in organizations. The principles of behavioral science are used to interpret, analyze, and predict individual, group, and organizational behavior. In addition, an emphasis is placed on the actions managers can take to improve individual and organizational performance. PREREQUISITE: MGT-101; and take SOC-101 OR PSY-101

MARKETING

MKT-101 PRINCIPLES OF MARKETING 3 CREDITS

This course emphasizes a well-rounded basic approach that provides maximum exposure to the role of marketing in today's economy which is a marketing economy-not just for marketers of conventional products and services, but also for government, social institutions and social causes and the professions. To achieve this exposure, an overview is presented of the marketing process including marketing research, consumer behavior, market segmentation, target consumers, product strategy, packaging, branding, pricing and the promotional mix. The course will service two types of students-those who want a knowledge of marketing fundamentals, principles and

Credit Course Descriptions

activities to meet specific personal or professional needs, and those who plan a career in marketing. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) and MAT-073 or MAT-074 or placement at higher levels.

MKT-230 RETAILING AND RETAIL MANAGEMENT 3 CREDITS

The major goals of the course are to enable the student to become a good retail planner and decision maker and to help focus on change and adaptation to change. The student will be introduced to the technical knowledge necessary for retail management. An overview of retailing is presented, including such vital areas as organizational structure, physical security, consumer behavior, personnel management, marketing research, merchandising, planning promotional activities, store planning and inventory control. PREREQUISITE: MKT-101

MKT-260 CONSUMER BEHAVIOR 3 CREDITS

The aim of this course is to understand why people buy as the foundation for developing concepts for meeting consumer needs through selling, advertising, distribution and related activities. Behavioral considerations affecting consumer purchase decisions are analyzed. These include the personality, motivational, cognitive and attitudinal aspects, along with the social influences which affect consumer interaction with business firms. PREREQUISITE: MKT-101;

MATHEMATICS

MAT-078 PRE-ALGEBRA 3 CREDITS

Topics include whole numbers and the place value system, operations of whole numbers and order of operations, fractions and mixed numerals, operations with these numbers, and applications. Additional topics include decimal notation, percent notation, and conversions between decimal, fractional, and percent notation, ratio and proportion, applications, and problem solving, basic statistical measures, units of linear measurement, American and metric systems, and geometric formulas and applications. Also included is an introduction to Algebra, including the real number system and operations of integers. Credit for this course will not be counted toward fulfilling graduations requirements at STCC.

MAT-079 PRE-ALGEBRA FOR MATH SUCCESS 4 CREDITS

This is a lecture and project based course that will meet for a total of six hours per week. The teaching methodology employed in this course utilizes a series of projects and interactive computer assignments to promote learning. Topics include whole numbers and the place value system, operations of whole numbers and order of operations, fractions and mixed numerals, operations with these numbers, and applications. Additional topics include decimal notation, percent notation, and conversions between decimal, fractional, and percent notation, ratio and proportion, applications, and problem solving, basic statistical measures, units of linear measurement, American and metric systems, and geometric formulas and applications. Also included is an introduction to algebra, including the real number system and operations of integers. This is

a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC. Students must achieve a C- or better to pass the course.

MAT-087 ALGEBRA 1 3 CREDITS

Topics include the real number system, operations of real numbers, simplification of algebraic expressions, solving equations and inequalities. Topics also include graphing of linear equations, slopes, equations of lines, and graphing inequalities in two variables, systems of linear equations, applications and problem solving. Additional topics are exponents, scientific notation, and operations with polynomials. Credit for this course will not be counted toward fulfilling graduations requirements at STCC. PREREQUISITE: MAT-078 or MAT-073 (minimum grade C-) or placement at Algebra I on the math placement test.

MAT-089 EXTENDED ALGEBRA 1 4 CREDITS

This is a lecture course in elementary algebra with a review of Pre-Algebra that will meet for a total of six hours per week with a focus on student-centered learning techniques. Review topics include whole numbers, operations of whole numbers and order of operations, fractions and mixed numerals, decimals, and percent notation. Topics include the real number system, operations of real numbers, simplification of algebraic expressions, and solving equations and inequalities. Topics also include graphing of linear equations, slopes, equations of lines, and graphing inequalities in two variables, systems of linear equations, applications and problem solving. Additional topics are exponents, scientific notation, and operations with Polynomials. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC. Students must achieve a C- or better to pass the course. PREREQUISITE: MAT-078, MAT-079 or MAT-073 (minimum grade C-) or placement at Algebra I on the math placement test.

MAT-095 ELEMENTS OF MATHEMATICS 3 CREDITS

This is a unique course with a format that allows the student to progress at his or her own pace. New students are assigned a beginning math level and textbook based on their placement test results. Returning students pick up wherever they ended the previous semester. Students may study on their own, with instructors and tutors available to answer questions on an individual basis. Each student is assigned an instructor and a particular class time, and may use the Testing Center and Tutor Center Monday-Friday 8:00 a.m. - 3:00 p.m. Students take tests whenever they feel ready and the test center is open. Tests are computer generated, and corrected and graded immediately for the students. Students are then given a copy of the original test and a copy of the correct answers to take with them. Single credit grades are issued for completed credits only. It is possible to earn three or more credits or fewer than three credits in one semester. Students who earn more than three credits in one semester will not be charged for more than three in any given semester. These credits are below college level, do not carry graduation credit, and are non-transferable. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC.

Credit Course Descriptions

MAT-097 ALGEBRA 2 3 CREDITS

Topics include factoring polynomials, solving quadratic equations, applications and problem solving, and simplifying complex rational expressions. Additional topics are radical expressions, radical equations and applications, the quadratic formula, graphs of quadratic equations, and functions. Credit for this course will not be counted toward fulfilling graduations requirements at STCC. PREREQUISITE: MAT-087 (minimum grade C-) or placement at Algebra II on the math placement test.

MAT-099 EXTENDED ALGEBRA 2 4 CREDITS

This is a lecture course in elementary algebra with a review of topics that will be used in science and engineering classes. This class will meet for a total of six hours per week with a focus on student-centered learning techniques. Review topics include fractions and mixed numerals, operations with polynomials, scientific notation, ratio and proportion, basic statistical measures, geometric formulas and unit conversions. Topics include factoring polynomials, solving quadratic equations, applications and problem solving, and simplifying complex rational expressions. Additional topics are radical expressions, radical equations and applications, the quadratic formula, graphs of quadratic equations, and functions. This is a developmental course. Credit for this course will not be counted toward fulfilling graduation requirements at STCC. Students must achieve a C- or better to pass the course. PREREQUISITE: MAT-089, MAT-083 or MAT-087 (C- or higher) or placement at Algebra II on the math placement test.

MAT-100 CONTEMPORARY MATHEMATICAL APPLICATIONS 3 CREDITS

This is designed to be an applications course for certain technologies. The emphasis is on solving real-world problems pertaining to those technologies by applying arithmetic, algebraic and geometric concepts previously learned. Utilizing the TI-30x scientific calculator to solve problems involving SI metrics, unit analyses, formulas, and mensuration will also be covered. Restricted to Landscape, Construction Management, Graphic Arts, and Energy Systems students ONLY. It is not recommended for students planning to transfer to a four-year institution. PREREQUISITE: MAT-087 (minimum grade C-) or placement at a higher level on the math placement test.

MAT-101 MATH IN A MODERN SOCIETY 3 CREDITS

This course is designed primarily for General Studies and Liberal Arts Transfer students, and is intended to provide a background in the contemporary applications of mathematics to a wide variety of problems. The excitement of contemporary mathematical thinking will be shared with the non-specialist, to develop students' capacity to engage in logical thinking and to read critically technical information, which is abundant in contemporary society. Students will use mathematical models for problem solving in three broad areas: The Digital Revolution; Management Science; and Your Money and Resources. PREREQUISITE: MAT-089, MAT-087 or placement at MAT-091 or higher.

MAT-115 STATISTICS 3 CREDITS

Descriptive methods of collecting, organizing, analyzing, and presenting categorical and numerical data. Elementary probability theory, estimation, and hypothesis testing. This course is transferable to four-year colleges. PREREQUISITE: MAT-089 or MAT-087 (minimum grade C-) or placement of MAT-091 or higher.

MAT-122 APPLIED MATHEMATICS 1 3 CREDITS

Topics include a review of algebra; linear equations and inequalities, matrices, systems of equations; linear programming; and probability. PREREQUISITE: MAT-099, MAT-093 or MAT-097 (C- or better) or placement at college-level on math placement test.

MAT-124 TECHNICAL MATH 1 4 CREDITS

First of a two-part sequence for technology students in a math-related field. Topics include ratio, proportion, variation, fractions, fractional equations, functions and graphs, right triangle trigonometry, vectors, solution of linear equations, determinants, factoring, algebraic functions, laws of sines and cosines, graphs of trigonometric functions and complex numbers. PREREQUISITE: MAT-093 or MAT-097 (C- or better) or placement at college-level on math placement test.

MAT-125 TECHNICAL MATH 2 4 CREDITS

Logarithms, systems of nonlinear equations, inequalities, variation, progressions, trigonometric identities and equations, inverse trigonometric functions analytical geometry, introduction to differential and integral calculus. PREREQUISITE: MAT-124

MAT-126 MATHEMATICAL REASONING 3 CREDITS

The goal of this course is to give students the content base and problem solving skills necessary to teach elementary school mathematics as defined by the Massachusetts State Frameworks and the National Council of Teachers of Mathematics. Explorations of mathematics reasoning and problem solving. Topics will cover two of the strands from the Massachusetts State Frameworks. 1) Number Systems 2) Patterns, Functions and Algebra. PREREQUISITE: MAT-083 or placement at higher level on math placement test.

MAT-127 CALCULUS FOR BUS, LIFE & SOCIAL SCIENCES 1 3 CREDITS

Introduction to calculus with applications to business, life, and social sciences. Functions and graphs, limits, the derivative, techniques of differentiation, curve sketching, maximum/minimum problems, exponential and logarithmic functions, exponential growth and decay. PREREQUISITE: MAT-093 or MAT-097 (C- or better) or placement at college-level on math placement test.

MAT-130 PRECALCULUS MATHEMATICS 4 CREDITS

An intensive one-semester integrated review of the algebraic and trigonometric concepts necessary for calculus using a functional approach. Algebraic topics include linear, quadratic, polynomial, rational, and inverse functions. Transcendental topics include trigonometric, inverse trigonometric, exponential and logarithmic functions. Graphing is emphasized as an aid to visualization of the various functions. Conic sections are introduced. PREREQUISITE: MAT-124

Credit Course Descriptions

MAT-131 CALCULUS 1 4 CREDITS

Topics include straight line, conic sections, inequalities, functions and graphs, including trigonometric, exponential and logarithmic functions; limits and continuity; differentiation of algebraic and transcendental functions; maxima/minima theory; related rates; differentials. Computer based labs are an integral part of the course. PREREQUISITE: MAT-125 or MAT-130 (Minimum grade C-)

MAT-132 CALCULUS 2 4 CREDITS

Topics include antiderivatives, indefinite and definite integration, the Fundamental Theorem of Calculus, integration techniques, differential equations, infinite series and Taylor Polynomials. Computer based labs are an integral part of the course. PREREQUISITE: MAT-131 (minimum grade C-)

MAT-220 DISCRETE STRUCTURES 4 CREDITS

This course is a study of the discrete structures of Mathematics. They include propositional calculus, quantification, sets, functions, sequences and series, number theoretic functions, proofs-direct and indirect, induction, combinatorics, discrete probability, recurrence relations, equivalence relations, partial orderings, graphs, paths and finite state machines. PREREQUISITE: MAT-132 (minimum grade C-)

MAT-233 CALCULUS III 4 CREDITS

Topics include polar coordinates, multivariable calculus: 3-dimensional coordinate systems and surfaces from R_n to R_m ; limits and continuity; partial differentiation; chain rule; the gradient: directional derivatives; maxima and minima; multiple integration and applications; vector calculus: line integrals surface integrals; Green's Theorem; Divergence Theorem; Stroke's Theorem. Computer labs illustrating basic concepts are an essential part of the course. PREREQUISITE: MAT-132 (minimum grade C-)

MAT-240 LINEAR ALGEBRA 3 CREDITS

Geometric vectors; vector spaces, systems of linear equations; inner product spaces; linear transformation and matrices; determinants; eigenvalues and eigenvectors. PREREQUISITE: MAT-132 (minimum grade C-)

MAT-255 DIFFERENTIAL EQUATIONS 4 CREDITS

Classical methods of solution of first order and linear higher order ordinary differential equation Laplace Transform and Power Series solutions of linear ordinary differential equations. Matrix solutions to linear systems of ordinary differential equations. Numerical methods of solution of first order ordinary differential equations using the digital computer. Computer labs illustrating basic concepts are an essential part of the course. PREREQUISITE: MAT-233 (minimum grade C-) or permission of instructor.

MECHANICAL ENGINEERING TECHNOLOGY

MET-100 ESSENTIALS FOR MANUFACTURING TECHNICIANS 3 CREDITS

This course will provide the student with the foundational concepts and skills required for a successful career in a manufacturing environment. The major topics to be discussed will be Blue print interpretation, shop math, measuring techniques, and computer skills. The student will also begin to create a resume and learn interviewing skills to be used in pursuit of internships and/or employment after graduation.

MET-101 INTRODUCTION TO ENGINEERING TECHNOLOGY 3 CREDITS

This course is an introduction to the concepts of Engineering and Engineering Technology. The major topics to be discussed will be the role that an engineering technologist plays in developing and manufacturing a world-class product. Some of the critical skills required of the technologist are problem solving, teamwork, business communication and effective writing. The student will be introduced to these skills and will learn to apply them to the basic concepts of product design and quality concepts associated with a manufacturing environment. Use of computer application software to solve problems in Engineering Technology will be emphasized. The focus will be on continuous improvement methods brought about by the computer. The student will become familiar with using spreadsheets, word processing, presentation software, and other software for various industrial and manufacturing problems related to industrial environments. Team projects in conjunction with lab assignments are designed to reinforce key engineering principles. PREREQUISITE: MAT-079, MAT-073 or MAT-078 (C- or better) or placement at Algebra I on the math placement test.

MET-120 METROLOGY & GEOMETRICS 2 CREDITS (+1 LAB CREDIT)

This course introduces the student to three key concepts within the quality function: the metrology system, measuring and gauging, and geometric dimensioning and tolerancing (GD&T). Topics to be discussed include managing the metrology system, calibration procedures and standards, types of measuring equipment, instrument classification, analysis and presentation of measurement data, measuring and gauging geometric tolerances. Emphasis is placed on GD&T theory and discussions, based on ANSI Y 14.5M-1994, including measurement of flatness, straightness, roundness, cylindricity, parallelism, perpendicularity, concentricity, position and runout. Lab experiences demonstrate key principles discussed in lecture. PREREQUISITE: MAT-078 (minimum grade of C) or placement at higher level on the math placement test. COREQUISITE: Take MET-120L

MET-121 FUNDAMENTALS OF CMM 2 CREDITS (+1 LAB CREDIT)

This course is an introduction to the fundamental concepts of the Coordinate Measuring Machine (CMM). This course discusses how CMMs integrate into precision manufacturing environments and where they fit in automated production processes. Coverage includes a CMM overview, basic terminology, machine operation using existing

Credit Course Descriptions

programs, and fundamental programming concepts. Students will be instructed in best practices for probe calibration and part fixturing, focusing on accurate and repeatable measurement. Students will develop an understanding of blueprint tolerances and use that knowledge to identify nonconforming parts and their assignable causes. Throughout the course, students will be required to perform calculations to identify upper and lower tolerances based on provided blueprints. Students will develop a solid understanding of how the Cartesian Coordinate System and vectors are used to program CMMs. PREREQUISITE: MET-120; and MAT-078 or placement at higher level on the math placement test; COREQUISITE: Take MET-121L

MET-130 CAM I 3 CREDITS (+1 LAB CREDIT)

CAM I explores machining by utilizing a graphical software package to generate part programs for a CNC mill and CNC lathe. The emphasis of the course is placed on learning to use the CAM software to select tools, manipulate part geometry, and convert screen graphics into a CNC program. Students learn the integration of Computer-Aided Design (CAD) with CAM in order to understand how to proceed from the design process through the manufacturing process. Both 2D CAD files and 3D CAD files (solid models) are imported into the CAM software for manufacturing. PREREQUISITE: MET-150 or MET-152; COREQUISITE: Take MET-130L

MET-141 MATERIALS SCIENCE 3 CREDITS

The Materials Science course will provide the student with knowledge of engineering materials including Metals and Metal Alloys, Polymers, Ceramics and Composites. The course begins with a study of the categories and properties of engineering materials used in current design and manufacturing. Mechanical and physical properties are explored in detail including property enhancement techniques. Introductory concepts of metallurgy are explored so that students gain understanding of the relationship between metal microstructures and mechanical behavior. Students are taught the basics of material selection from the vast choices of available engineering materials including use of material databases. The course includes optional field trips to local materials testing laboratories. PREREQUISITE: MAT-087 (minimum grade C) or placement at college-level math.

MET-150 FUNDAMENTALS OF CNC 2 CREDITS (+1 LAB CREDIT)

This course is an introduction to the fundamental concepts of Computer Numerical Control (CNC). The importance of numerical control to manufacturing and productivity is discussed with respect to different types of CNC systems. Coverage includes writing simple programs to perform contouring and hole operations for typical milling machining centers. Programs will also be written for lathe operations including turning, facing and threading. The student will be instructed in the set-up and operation of both a CNC mill and lathe. Emphasis is placed on developing an understanding of typical G and M codes used in modern CNC machinery. Throughout the course, students will be required to perform calculations for speeds and feeds for various tooling. In addition, students will calculate the necessary coordinate data as it relates to the Cartesian coordinate

system. PREREQUISITE: MAT-079, MAT-073 or MAT-078 (C- or better) or placement at Algebra I on the math placement test. COREQUISITE: Take MET-150L

MET-151 CNC APPLICATIONS 2 CREDITS (+2 LAB CREDITS)

This course is a continuation of the fundamental concepts of Computer Numerical Control (CNC). The course begins with a review of the programming structure for a CNC mill and lathe. Students will analyze prints and write CNC programs of increased complexity. An emphasis will be placed on part processing, writing code, and manufacturing parts. The 4th axis rotary table will be introduced with programs being written and parts being manufactured using this milling attachment. Tool holders, insert geometry and their various applications will also be reviewed for both the mill and the lathe. Work holding and work handling devices will be discussed with the goal of saving time and money by using different configurations. PREREQUISITE: MET-150 or MET-152 (minimum grade of C); COREQUISITE: Take MET-151L

MET-160 ENGINEERING GRAPHICS WITH SOLID WORKS 2 CREDITS (+1 LAB CREDIT)

The purpose of this course is to instruct the student in the feature-based, parametric solid modeling system called Solid Works. The course begins with an overview of Solid Work's sketching environment where students learn to create 2D objects such as lines and arcs. Definition is then added to the sketch including numerical dimensions and geometric relationships. Solid features are created including extrusions and features of revolution. Students are instructed in the creation of workplanes and placed features so that complicated solid models can be designed. Solids are then arranged into assemblies. Engineering drawing documentation is introduced in accordance with the ASME Y14.5 standards. The course ends with a review and discussion of the SolidWorks Certification Exam (CSWA). PREREQUISITE: MAT-078, MAT-073 or MAT-079 (minimum grade C-) or placement at Algebra I on the math placement test; COREQUISITE: MET-160L

MET-161 SOLID MODELING FOR MECHANICAL DESIGN I 3 CREDITS (+1 LAB CREDIT)

This course is a continuation of Engineering Graphics with SolidWorks. The beginning of the course includes orthographic projection, sectioning, and assembly drawings emphasizing the ASME Y14.3 standard. The course continues with learning the fundamentals of ASME Y14.5 including dimensioning, tolerancing of mating parts using standard ANSI fits, and geometric tolerances. Projects are assigned to present the concepts of mechanical design principles using the CAD system. Both inch and metric applications are used. Students are required to analyze design concepts and comment on their feasibility. PREREQUISITE: MET-160 (C or better; completed within the last two years or permission of the instructor); COREQUISITE: Take MET-161L

MET-224 STATICS AND STRENGTH OF MATERIALS 4 CREDITS

This course begins by studying the fundamentals of static equilibrium. Topics included are resultants of force systems, tension and compression, moments, and shear and bending moment diagrams. The course then proceeds to the study of stress and strain as

Credit Course Descriptions

produced by the application of forces on beams, cross-sections are emphasized. The influence of material selection on shear, bearing, bending, and torsional stresses is emphasized. Also included is the analysis of beam and torsional deflections including thermal deformation. PREREQUISITE: MAT-124 MET-141;

MET-227 QUALITY CONCEPTS 2 CREDITS (+1 LAB CREDIT)

This course covers the evolution, current trends, and future direction of the quality initiatives that support a world class manufacturing organization. Topics to be discussed include Quality terms, concepts, and principles; Quality benefits, philosophies, and modes; and Continuous Improvement Concepts and tools. Discussion will include Key theories of Shewhart, Deming, Juaran, Crosby, Feigenbaum, and Ishikawa with respect to their philosophies and implementation strategies. Different models of implementation such as ISO 9000, QS 9000, and the Malcolm Baldrige Quality Award will be studied. Continuous Improvement techniques relating to Human Resources and Motivational Theory, Inspection and Testing, NCM cycle, Calibration, Auditing, and methods and techniques utilized in statistical process control (SPC) will be discussed. Lab exercises utilizing Microsoft Excel are designed to demonstrate key principles discussed in lecture. PREREQUISITE: MET-100 or MET-101 (minimum grade of C); COREQUISITE: Take MET-227L

MET-232 CAM APPLICATIONS 2 3 CREDITS (+1 LAB CREDIT)

This course does not involve operation of CNC machinery. It is intended for students that already have hands-on CNC machining experience, so CNC simulators are used. CAM II continues the technology learned in CAM I. After a review of CAM I, students learn how to create parts which require special fixtures and multiple operations. 3D Solid models are used exclusively throughout the semester to parallel state-of-the-art manufacturing environments. Standard machine holding devices such as vises and chucks are included with the fixtures as students graphically create the operation setups for a CNC mill and lathe. In addition, fourth-axis mill programming is included in the semester. PREREQUISITE: Take MET-130 or MET-132; COREQUISITE: Take MET-232L

MET-240 MANUFACTURING: PLANNING AND CONTROL 3 CREDITS

Manufacturing environments are controlled by a number of systems. This course is intended to describe the various systems that could be in use in modern manufacturing. We will investigate production and inventory management techniques as prescribed by APICS. The course includes a study of the elements that contribute to a successful production control program. Production forecasting product development, control of materials, master scheduling, capacity planning, routing, dispatching, and follow-up are studied in terms of their significance and their relationship to effective manufacturing control. The philosophy of MRP2 will be discussed to show the interrelationship with JIT, quality improvements activities, and SPC. PREREQUISITE: MAT-087 (minimum grade C-) or placement at Algebra II on the math placement test.

MET-261 SOLID MODELING FOR MECHANICAL DESIGN 3 CREDITS (+1 LAB CREDIT)

This course is a continuation of solid modeling for Mechanical Design I. Advanced features of the parametric solid modeling CAD system are covered including configurations, design tables, and exploded assemblies. Projects are assigned that emphasize mechanical design principles including design analysis, tolerancing of mating parts, and design improvement. Proper engineering documentation is emphasized including the implementation of engineering change orders. An introduction to engineering analysis is also included. PREREQUISITE: MET-161 (C or better, must have completed within last two years or permission of the instructor). COREQUISITE: Take MET-261L

MET-267 ADVANCED ENGINEERING APPLICATIONS 2 CREDITS (+1 LAB CREDIT)

This course is intended to help the student develop analysis and problem solving skills. Advanced problems in both CAD and CAM will be presented with the intention of student teams proposing various solutions to these problems. Students will be required to work together with limited guidance from the instructor in an effort to advance their knowledge of CAD and CAM. In order to recognize the need for and engage in lifelong learning, students are required to research a topic in CAD or CAM not previously taught in the program and present a teaching demonstration to their classmates. COREQUISITE: Take MET-267L

MET-269 MECHANICAL ENGINEERING SENIOR PROJECT 3 CREDITS (+1 LAB CREDIT)

The goal of this course is to tie together the different concepts of design and manufacturing that have been studied throughout the Mechanical Engineering Technology curriculum. The class will be divided into cross-functional teams. Each team will be given a problem statement and design requirements. The team will plan, design and manufacture the engineering problem. Each team will prepare a proposal, schedule of tasks, finalized design finalized manufacturing process, and final report and presentation. Team designs will be judged, and the best student design will then be manufactured. Projects vary from semester to semester. PREREQUISITE: Take MET-261 and MET-230 (Minimum grade of C); COREQUISITE: Take MET-269L

MEDICAL ASSISTING

MED-100 MEDICAL TERMINOLOGY 1 3 CREDITS

This course will provide students with a foundation to recognize medical terms using the four word part approach (prefix, word root, suffix, combining vowel). This will prepare the student to better understand and master the terminology related to health care delivery. Emphasis will be placed on improving written and oral communication skills pertaining to medical terminology. The student will experience real life applications of medical terminology through the use of pathology, and history and physical forms from actual hospital records as well as television medical dramas and movies. A working knowledge of medical terminology is desirable for anyone entering one of the health science fields.

Credit Course Descriptions

MED-102 HUMAN BODY IN HEALTH AND DISEASE 3 CREDITS

This course is designed to provide students with a fundamental understanding of basic anatomy, physiology and pathology for the major body systems. Students will be introduced to each of the major body systems; structure, function and disease of each system will be presented. Discussion about disease prevention, diagnostic procedures and treatment modalities will also be included.

MED-109 ADMINISTRATIVE SKILLS FOR THE MEDICAL ASSISTANT 3 CREDITS

This course is designed to prepare the Medical Assisting student with theory and skills necessary to perform administrative procedures in a medical office. Students will explore in depth types of insurance, managed care, third party reimbursement guidelines and HCFA claim form instructions. They will be introduced to ICD-9-CM, CPT and HCPCS coding systems. Students will perform procedural and diagnostic coding using the appropriate tools such as coding manuals and electronic search engines. Students will also be introduced to accounting procedures for the medical office including accounts payable and receivable, billing and collection procedures, daysheets, bank deposits, petty cash, preparing checks, posting adjustments and processing refunds.

MUSIC

MUS-101 MUSIC APPRECIATION 1 3 CREDITS

A survey course for the general student in which significant works from the several periods of music history will be heard and discussed. This course will be open to all students at the College. Outside listening and reading assignments will be scheduled and attendance at live concerts will be encouraged.

MUS-120 HISTORY OF MUSIC 3 CREDITS

This course will focus on the history and influence of the Western Music tradition. Forms and styles of music from the Middle Ages to the present will be examined in relation to the timeline of historical events. Representative works by (noted) composers will be listened to and discussed.

MUS-122 HISTORY OF ROCK 3 CREDITS

The course will address both the history and aesthetics of America's unique contribution to music - Rock. Study of both the music's origins and its historical and stylistic phases will be complemented with careful listening and analysis. Great emphasis will be placed upon the contributions and biographies of individual artists whose musical visions helped to shape and re-define the music in successive generations. The role of improvisation in combination with other common musical practices will be considered, in exploring the contributions of great rock soloists.

MUS-130 INTRODUCTION TO PIANO 3 CREDITS

A beginning piano course for adult students without prior musical knowledge or skills. The course will combine both music theory and a laboratory skills program with major emphasis on the basic structure of keyboard music. Melody, chords, rhythm, form, dynamics and

style will be studied by the student at the keyboard and discussed in lecture sessions. Students will be encouraged to proceed as their individual abilities permit, requiring considerable individualization of instruction as they gain technical mastery. Open to all students at the College.

MUS-140 VOICE 3 CREDITS

Through singing exercises, students will work to improve their breathing, pitch, posture, expression, and knowledge or musical theory. Students will practice a variety of songs, culminating in a final recital.

OFFICE INFORMATION TECHNOLOGY

OIT-100 BASIC KEYBOARDING SKILLS 1 CREDIT

This course is designed for any individual wishing to develop touch keyboarding skills applicable to today's sophisticated computer keyboards. A minimum touch keyboarding speed of 20 wpm is required for course completion. Available to the entire STCC community.

OIT-110 COMMUNICATIONS/EDITING 3 CREDITS

This course will prepare students for the production of professional written business communications. The course will emphasize the use of technology and collaboration in the proofreading, editing, and writing processes. In addition to improving information literacy, computer literacy, and English grammar skills student will also improve abilities that are essential in the workplace. Three lecture hours. Available to the entire STCC community. PREREQUISITE: DWT-099 (Minimum grade C-) or placement at ENG-101

OIT-140 CAREER PREPARATION/SOFT SKILLS 1 CREDIT

This course is designed to prepare students with the soft skills that are essential to long-term success in the workplace. Soft skills are attitudes and behavior that relate to critical thinking, problem solving, communication, collaboration, and presentation skills. Through a combination of engaging workbook activities and video episodes, students will use technical skills for career preparation, clean up online personas, improve written communication skills in emails, and understand the importance of teams in the workplace. One lecture hour. Available to the entire STCC community.

OIT-200 KEYBOARD SKILLBUILDING 1 CREDIT

This course is designed to assist individuals in building keyboard speed. Individual speed building goals will be determined with a minimum goal of 10 wpm gain for five minutes with five or less errors. Available to the entire STCC community. Students wishing to enroll in more than one module may do so under a directed study contract with the instructor. PREREQUISITE: OIT-100 and OIT-101

Credit Course Descriptions

OPTICS & PHOTONICS

LEO-100 LAB AND LASER SAFETY 1 CREDIT

In this course, students will learn the subject of electrical and laser safety in laboratory settings and industry. Students will learn to recognize, evaluate, and control for (1) electrical hazards as recommended by National Institute for Occupational Safety and Health (NIOSH) Guide to Electrical Safety and Health for the Electrical Trades and (2) laser hazards as recommended by the Laser Institute of America's (LIA) ANSI Z136.1 Safe Use of Lasers standard. Each LEO student is required to complete this course and pass an online examination before taking any laser laboratory courses. This course is offered only in the fall semester.

LEO-135 GEOMETRIC OPTICS 2 CREDITS (+1 LAB CREDIT)

This course is the first of a two-semester sequence covering basic optical theory and components. Each course consists of three one-hour lecture sessions and a three-hour lab. Geometrical optics deals with the rectilinear propagation of light and the elementary treatment of image formation, lenses, mirrors, prisms, fiber optics, ray tracing aberrations, optical system design and optical instruments. The laboratory section parallels the lectures and familiarizes the student with optical laboratory components and procedures. LEO-110 COREQUISITE: Take LEO-135L

LEO-140 FIBER OPTIC TECHNOLOGY AND APPLICATIONS 2 CREDITS (+1 LAB CREDIT)

In this course, students will learn the principles of fiber optic technology and its applications in modern society. Students will gain theoretical and hands-on experience with fiber-optic components, test and measurement equipment, splicing and termination. Topics will include the total internal reflection, multimode and single mode fiber optic cables, fiber optic cable manufacturing, dispersion, fiber optic termination and testing, dB and dBm, loss testing, fusion splicing, OTDRs, LED and laser light sources, detectors, voice and data communications, fiber optic sensors, wavelength division multiplexers and couplers, fiber Bragg gratings, Erbium-doped fiber amplifiers, fiber lasers, and more. Classroom and laboratory activities will be supplemented with industry tours, Internet research assignments, and a hands-on design project. Two-hour lecture; three-hour lab. PREREQUISITE: LEO-110; COREQUISITE: LEO-140L

LEO-150 FUNDAMENTALS OF LASERS 2 CREDITS (+1 LAB CREDIT)

This course consists of two hours of lecture and a three-hour laboratory session. The course begins with an introduction to the atom, emission processes, and stimulated emission of radiation. Laser output characteristics and modification, materials, components and industrial laser applications is also discussed. Safety and laboratory procedures are emphasized. The lab will reinforce the theories and topics presented in the lecture. PREREQUISITE: LEO-100 LEO-110 COREQUISITE: LEO-150L

LEO-240 ADVANCED TOPICS IN LASERS 2 CREDITS (+1 LAB CREDIT)

This course will introduce the student to advanced topics such as holography, interferometry, precision optical testing, optical computing and pattern recognition. As the field of lasers rapidly evolves, new technologies will be introduced to keep the student abreast of the state of the art in the laser industry. Guest speakers and industry tours will supplement the classroom lectures, and students will be required to pursue individual areas of interest culminating in an in-depth research paper and presentation. PREREQUISITE: LEO-140, LEO-150 and LEO-230; COREQUISITE: LEO-240L

LEO-265 SENIOR PROJECTS IN L.E.O.T. 1 CREDIT (+2 LAB CREDITS)

This capstone course is designed to combine the concepts, theories and practices developed throughout the course of study in the ESET program and apply them to the development of a group project. Students will be required to keep a notebook and make weekly written project progress reports and monthly oral presentations of their work. A final written report and oral presentation will be required. The lecture will deal with topics relevant to project research and presentation. The five lab hours will provide student time to develop their project. PREREQUISITE: Student must be a candidate for graduation in May or permission of instructor, Devices, Circuits and Systems and Data Acquisition and Control. PREREQUISITE: Take LEO-250; COREQUISITE: Take LEO-265L

PHILOSOPHY

PHL-101 INTRODUCTION TO PHILOSOPHY 3 CREDITS

Philosophy is part of the study of the self; the search for reasons for our values and beliefs; and for good reasons for our reasons. The course includes a critical examination of the traditional questions in ethics, politics, religion and art. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

PHL-110 WORLD RELIGIONS 3 CREDITS

An introduction to the major world religions emphasizing cultural origins, spirituality, beliefs, traditions, texts, historical development, social structure and role in world politics. Religions considered include: Hinduism, Buddhism, Judaism, Christianity, Islam, Baha'i, Confucianism, Zoroastrianism, Taoism, Native American, African, and other world traditions as determined by interests of participants. Participants should be prepared to distinguish between the critical examination of religion and the personal study of one's religion as an adherent. PREREQUISITE: DRG-092 or DWT-099 (minimum grade C-) or placement at higher level on the reading or writing placement tests.

PHL-120 CRITICAL THINKING 3 CREDITS

The primary objectives of this course are to impart a functional ability to reason well and to improve the student's analytical skills and instincts. In addition to familiarizing students with elementary methods of building strong arguments, the course is further designed to aid them in understanding the essential principles involved in the

Credit Course Descriptions

practice of reasoned decision making. The writing skills developed in this class will serve students across all academic disciplines and in the workplace.

PHL-220 ETHICS IN CRIMINAL JUSTICE 3 CREDITS

Inherent within the criminal justice system is the power to make discretionary decisions that impact the offenders, victims, and society. This course exposes students to ethical issues associated with the police, prosecution, courts, and correctional systems. Thus, this course is designed to begin preparing students in identifying and critically examining ethical issues in the criminal justice system by applying ethical decision models. This course also provides students with the unique opportunity to analyze how they would resolve these issues according to their own values and beliefs while staying within the boundaries of the law and professional codes of ethics. PREREQUISITE: CRJ-101, CRJ-110

PHL-255 ETHICS IN SOCIAL WORK AND HUMAN SERVICES 3 CREDITS

This course exposes students to major and influential ethical schools of thought, as well as to ethical standards, issues, and dilemmas associated with social work and other human services. The course provides students with a collegial space in which to identify, critically analyze, explore, and debate relevant ethical issues related to professional work in the social services and other human service fields. The course will explore, critically analyze, and apply professional ethical standards, such as, but not limited to: the National Association of Social Workers Code of Ethics and the National Organization of Human services Ethical Code of Conduct, and other relevant codes of ethics. Additionally, the course will explore, critically analyze, debate, and apply relevant state laws and ethical standards. Students will be given the opportunity to apply such professional ethical standards to a variety of hypothetical and "real world" ethical problems and dilemmas. PREREQUISITE: ENG-101

PHYSICS

PHY-105 PHYSICAL SCIENCE 1 3 CREDITS (+1 LAB CREDIT)

This is a course for non-science majors, particularly future K-12 teachers, drawing from a broad base of topics in physical science about the study of matter and energy. Science and technology are the driving forces of change in our world today. This course introduces basic concepts of physics, covering forces, optics, temperature, heat, simple harmonic motion, the electromagnetic spectrum, and electricity. A qualitative / descriptive approach to natural phenomena is discussed utilizing basic math skills. The intent is to provide a student with a broad basis touching on physics, chemistry, and some life science. Computer simulations and internet research are used to probe the laws of physics. This course is primarily intended to fulfill a laboratory science requirement for General Studies students, and, although not recommended, may in some cases be used as a transferable science course by Liberal Arts transfer students. Scientific Calculator required. PREREQUISITE: MAT-089, MAT-083 or MAT-087 (minimum grade C-) and placement in DRG-092 and DWT-099 or above; COREQUISITE: Take PHY-105L

PHY-116 PHYSICS OF GREEN ENERGY 3 CREDITS (+1 LAB CREDIT)

This is a physical science laboratory course for non-science majors in the study of alternative and renewable energy sources. Conservation of energy and energy efficiency are contemporary global topics. The student will gain broad practical knowledge of alternative energy production currently in use and alternative and renewable energy sources for use in tomorrow's zero-emissions world. Students will be able to make better professional and personal decisions regarding the issues of energy and conservation. Areas of study will emphasize an overview about the technology of alternative energy devices such as: solar, wind, fuel cells, ocean wave power, and other forms of renewable "green" and sustainable electrical energy production. Also addressed are traditional conventional electrical energy sources such as: batteries, traditional electric generators, steam and gas turbines and nuclear power stations. PREREQUISITE: MAT-089, MAT-083 or MAT-087 (C- or better) or placement at college level on math placement test and placement in DRG-092 and DWT-099; COREQUISITE: Take PHY-116L

PHY-118 INTRODUCTION TO LIGHT AND LASERS 3 CREDITS (+1 LAB CREDIT)

This course will introduce students to the principles and applications of light and lasers. Students will learn about the electromagnetic spectrum, how lenses and mirrors form images, how basic optical instruments such as microscopes and telescopes work, how a laser functions, and how prisms and diffraction gratings function are used in spectroscopy. Lasers and precision measurement, polarizers, LCDs, hair-thin strands of glass fiber in telecommunications systems, holograms will be discussed. Examples will be drawn from precision manufacturing, environmental science, homeland security and defense, telecommunications, and entertainment. Laboratory activities and demonstrations will be used extensively to supplement classroom discussions and bridge from theory to practical applications. All laboratory experiments will be conducted in the Laser-Electro-Optics Technology department labs. A basic scientific calculator (e.g., Casio FX-260 or TI-30XA) is required. This is a transferable science course for non-science majors. Honors component with permission of instructor. Some programs require a grade of C or better. Open to all students. PREREQUISITE: MAT-124 completion with a C- or better and placement in ENG-101; COREQUISITE: Take PHY-118L

PHY-221 PHYSICS 1 3 CREDITS (+1 LAB CREDIT)

A non-calculus, introductory physics course, also called "mechanics". Topics include kinematics, Newton's Laws of Motion, work and energy, rotational motion, static equilibrium, conservation of linear and angular momentum. Newton's Law of Universal Gravitation, oscillatory and wave motion will be discussed. Includes a three-hour laboratory. Honors component with permission of instructor. The calculus based physics course equivalent in topic coverage is PHY-231. PREREQUISITE: MAT-124 with a minimum grade of C- and placement at ENG-101; COREQUISITE: Take PHY-221L

Credit Course Descriptions

PHY-231 CLASSICAL PHYSICS 1 3 CREDITS (+1 LAB CREDIT)

A calculus-based, rigorous physics course for engineering and science transfer majors, also called "Newtonian Mechanics". It is the first of a required two-semester sequence [PHY-232] for engineering transfer students. Topics include kinematics, Newton's laws of motion and conservation laws, applied to single particles, sets of particles and rigid bodies. Newton's law of universal gravitation and harmonic motion will be discussed. Includes a three-hour laboratory and a one-hour recitation each week. Honors component with permission of instructor. PREREQUISITE: MAT-131 (minimum grade of C-) and DWT-099 (or placement at college-level English); COREQUISITE: Take PHY-231L

PHY-232 CLASSICAL PHYSICS 2 3 CREDITS (+1 LAB CREDIT)

A calculus-based, rigorous physics course for engineering and science transfer majors, also called "Electricity and Magnetism". It is the second of a required two-semester sequence [PHYS-132] for engineering transfer students. Topics include electrostatics, electric and magnetic fields, their interaction with charged particles, and laws of induction. Voltage, current and circuit analysis will be discussed. Includes a three-hour laboratory and a one-hour recitation each week. Honors component with permission of instructor. PREREQUISITE: PHY-231 and MAT-132 (minimum grade of C-) and DWT-099 (or placement at college-level English); COREQUISITE: Take PHY-232L

POLITICAL SCIENCE

PSC-101 AMERICAN GOVERNMENT & POLITICS I 3 CREDITS

An analysis of the way in which politics and political institutions work in American society. The major problems of American democracy are explored with their political, social and economic implications. Also explored are constitutional rights and freedoms, the federal power structure and changing governmental institutions.

PSC-102 STATE AND MUNICIPAL GOVERNMENT 3 CREDITS

This course introduces students to the workings and influence of state and local governments. Students will examine the role of states in the U.S. political system, including their role as "laboratories of democracy." This course will examine various models for how state government operates with particular attention paid to the Commonwealth of Massachusetts. Students will learn the dynamic processes that occur at the local level and how that affects the day-to-day operations of the municipality with a focus on budgeting and zoning regulations.

PSYCHOLOGY

PSY-101 GENERAL PSYCHOLOGY 3 CREDITS

This introductory course identifies those scientific methods used to study human behavior. Discussion centers around the contribution of heredity, environment, learning, perception, motivation and emotion in shaping our individual personalities. Honors component available. PREREQUISITE: DRG-091 (minimum grade C-) or placement at higher level on the reading placement test.

PSY-101H HONORS GENERAL PSYCHOLOGY 3 CREDITS

This introductory course identifies those scientific methods used to study human behavior. Discussion centers around the contribution of heredity, environment, learning, perception, motivation, and emotion in shaping our individual personalities. In addition, students will be required to submit work that is representative of honors-level course work; to that end, more time will be dedicated to developing argumentation and research skills. Among the assignments types that may be required are documented research papers and/or comparable research projects. Students who complete the course will also have the opportunity to present their work at the annual Honors Fair.

PSY-200 CHILD PSYCHOLOGY 3 CREDITS

This advanced course examines the major influences on a child's physical, cognitive and social development from conception through early childhood. Information is presented in chronological order to give an integrated view of the child at each major phase of development. An examination of the basic theories and contemporary research suggest some answers for more effective parenting. PREREQUISITE: PSY-101 (minimum grade C-)

PSY-210 LIFESPAN HUMAN GROWTH AND DEVELOPMENT 3 CREDITS

This course will emphasize the cognitive, biological, psychosocial, sexual, cultural and moral development of the individual from conception through old age. The theories of Freud, Erikson, Piaget, Kohlberg, Kubler-Ross and other prominent psychologists will be applied to specific problems in the developmental process. PREREQUISITE: PSY-101 (minimum grade C-)

PSY-215 THEORIES OF PERSONALITY 3 CREDITS

This course is an introduction to psychological theory and research on the concept of personality. It examines the prominent paradigms in personality theory: psychodynamic, behavioral, cognitive, humanistic and trait theory. Particular emphasis is placed on the determinants and development of personality and current thought regarding the interplay of biological and environmental influences. PREREQUISITE: PSY-101 (minimum grade C-)

PSY-220 ADOLESCENT PSYCHOLOGY 3 CREDITS

This advanced course examines the major influences on a person's physical, cognitive and social development from childhood through adolescence. An examination of the basic theories and contemporary research is presented for each major phase in order to give an integrated view of development in humans during this time of their lives. PREREQUISITE: PSY-101 (minimum grade C-)

PSY-222 GERONTOLOGY 3 CREDITS

This advanced course examines the major influences on the maturing adult's physical, cognitive, and social development up until the termination of life. An examination of the basic theories and contemporary research for this emerging field of study will be presented and examined. Topics covered will include the neuroscience and physical changes of aging as well as the new changing lifestyles and social relationships of this enlarging

Credit Course Descriptions

population in their "Golden Years." Also examined will be the components of healthful living, the aging process, and death and bereavement. PREREQUISITE: PSY-101

**PSY-225 COGNITIVE PSYCHOLOGY:
LEARNING & MEMORY 3 CREDITS**

How do we remember our experiences, learn new information, make decisions, solve problems, and perceive the world around us? What are attention, emotion, and creativity? And what happens when these cognitive processes break down? Cognitive Psychology explores these processes of thought and mind and how we research them. Students will learn theories, methods, and concepts of cognitive psychology and apply them to everyday life including their own learning. PREREQUISITE: PSY-101 (minimum grade C-)

**PSY-230 PRINCIPLES OF NORMAL/
ABNORMAL BEHAVIOR 3 CREDITS**

A general introduction into the origin, development degrees of mental disorganization and the methods of coping with psychological dysfunction. Inquiry will also be made into the theoretical and applied approaches of several of the major schools of thought with regards to helping services. PREREQUISITE: PSY-101 (minimum grade C-)

PSY-240 INTRO TO FORENSIC PSYCHOLOGY 3 CREDITS

This course will provide students with basic information about the various forensic activities utilized within the legal system and their relationship to psychology. Some of the forensic psychology tools may include: competency evaluations, assessment of violent behavior and dangerousness, court testimony, police psychology, and consulting with criminal, juvenile and civil courts. The psychology of criminal behaviors will be presented. Students will obtain introductory information about the numerous roles of professionals in this field and will develop basic knowledge and skills which will prepare them to continue with specialized training in this area. PREREQUISITE: DRG-091 (minimum grade C-) or placement at higher level on the reading placement test.

PSY-245 RESEARCH METHODOLOGY 3 CREDITS

In this course, students will be introduced to the basics of research terminology and methodology. Students will be led through the steps of conducting a scientifically based research project. Emphasis will be placed on understanding the scientific method. Topics discussed will include formulating hypotheses, testing methodology, and evaluating of the data in an objective ethical manner. PREREQUISITE: ENG-101, MAT-115, and PSY-101 or SOC-101

PSY-260 FIELD PRACTICUM 3 CREDITS

Field practicum includes both the 90 hours of Practicum and the weekly practicum seminar. The Field Practicum provides behavioral science students with an opportunity to demonstrate, practice, and learn practical skills, examine and test their understanding of ethics and values, apply and integrate classroom learning, acquire new knowledge about best practices in a variety of substantive areas and practice settings, and develop an identity as a social science professional. Students generally spend an average of seven hours per week in the field. In addition to the time spent in the field setting,

practicum students also participate in a weekly integrative seminar. The seminar provides students with an opportunity to discuss and compare practicum experiences, learn from and teach each other, examine personal values and ethical issues in practice, and further integrate knowledge and experience through structured assignments and activities. PREREQUISITE: PSY-101 ENG-101

SIGN LANGUAGE

ASL-101 AMERICAN SIGN LANGUAGE 1 3 CREDITS

This is an introductory course for students with little or no previous background in American Sign Language. Students are introduced to the American Sign Language alphabet and numbers. Basic vocabulary building, visual-gestural communication, and information related to deaf culture are also introduced. Students and teacher use ASL in the class to communicate in class.

ASL-102 AMERICAN SIGN LANGUAGE 2 3 CREDITS

This course is a continuation of ASL-101, designed to further develop students' proficiency in frequently used signs. Students will be introduced to more complex lexical and grammatical structures, non-manual signals and advanced dialogues. The course offers students the opportunity for individual hands on experience in language learning. Students and teacher use ASL in the class to communicate. PREREQUISITE: ASL-101

SOCIOLOGY

SOC-101 INTRODUCTION TO SOCIOLOGY 3 CREDITS

An introductory course designed to acquaint the student with a working knowledge of the concepts used by sociologists and with the well-established generalizations in the field. Topics to be discussed include socialization, culture, population, group processes, social stratification ethnic/racial stratification, gender stratification and social change. PREREQUISITE: DRG-091 (minimum grade C-) or placement at higher level on the reading placement test.

**SOC-101H HONORS INTRODUCTION
TO SOCIOLOGY 3 CREDITS**

An introductory, honors level course designed to acquaint the student with a working knowledge of the concepts used by sociologists and with the well-established generalizations in the field. Topics to be discussed include socialization, culture, population, group processes, social stratification ethnic/racial stratification, gender stratification and social change. COREQUISITE: ENG-101

SOC-102 INTRO TO SOCIAL WORK 3 CREDITS

This course will familiarize students with the various roles, functions, and tasks which social workers perform in a variety of settings and acquaint them with the primary skills and practices of generalist social work. Students will be introduced to social work practice as a multi-level and multi-method approach to influencing change in program situations. Students will also be introduced to the core values and Code of Ethics of social work and be exposed to issues of diversity, oppression, and social justice.

Credit Course Descriptions

SOC-110 SEXUALITY & SOCIETY: THE SOCIAL ORGANIZATION/SEXUALITY 3 CREDITS

Human sexuality will be considered from social, historical, cross-cultural and interdisciplinary perspectives. A comprehensive examination of the scientific study of human sexuality with emphasis on the sociological perspective and the contributions of social scientists. PREREQUISITE: DRG-091 (minimum grade C-) or placement at higher level on the reading placement test.

SOC-200 SOCIAL PROBLEMS 3 CREDITS

This course applies the principles and concepts of sociology to an understanding of contemporary social problems such as poverty, minority status, crime, alcohol, drug addiction, etc. Emphasis will be on the connection between personal experience and the larger social, political, and economic institutions of society. PREREQUISITE: ENG-101 (minimum grade C-)

SOC-210 RACE AND SOCIETY 3 CREDITS

An introduction to the sociological study of race and race relations. Topics studied include the social construction and fluidity of race and ethnicity, issues of racial inequality and privilege, historical and contemporary race relations, and the embeddedness of racism, prejudice and discrimination in all levels of society. PREREQUISITE: ENG-101 (minimum grade C-)

SOC-220 URBAN SOCIOLOGY 3 CREDITS

This course serves as an introduction to the sociological study of cities as both social and spatial milieu. An emphasis is placed on social problems related to urbanization and the contemporary city. The study of the American city and regional urban areas is prioritized, but global urban issues will also be considered. The course covers topics that include, but are not limited to: urban social theory; urbanization, suburbanization, and sprawl; residential segregation; inequality; gentrification; cities and culture; migration; and the global city. PREREQUISITE: DRG-091 DWT-099 (minimum grade C-) or placement at higher level

SPANISH

SPN-101 ELEMENTARY SPANISH 1 3 CREDITS

This course introduces the student to the basic grammatical structure and pronunciation of the Spanish language. Communicative content includes: greetings, asking about courses and professions, days of the week, months of the year, and dates, numbers, telling time, discussing family, nationalities and languages, places and activities. Grammatical content includes: Nouns and subject pronouns, "hay", articles, use of common regular verbs in the present tense, using descriptive and possessive adjectives, conjugating correctly and understanding differences in meaning of ser and estar and using each appropriately, conjugating in the simple present tense the following irregular verbs: tener, venir, ir, irregular "yo" verbs and some stem-changing verbs. Students will also be introduced to the culture, customs and diversity of Spanish-speaking countries. PREREQUISITE: Placement at ENG-101 or its equivalent or permission of the instructor.

SPN-102 ELEMENTARY SPANISH 2 3 CREDITS

This is a continuation of Elementary Spanish 1, with emphasis on the four basic skills necessary for the mastery of a foreign language: listening, speaking, reading and writing. More sophisticated grammatical and linguistic concepts are introduced and discussed, using the Spanish language as a tool for communication. Students gain the knowledge of the contemporary thought of Hispanics in the United States and in the Hispanic world. Intense oral drills and practical vocabulary. PREREQUISITE: SPN-101 (grade of C or higher), one year of high school Spanish, placement at SPN-102, or permission of instructor.

SPN-121 CONVERSATIONAL SPANISH-MEDICAL PERSONNEL 3 CREDITS

This course will assist police, fire, and medical personnel in speaking and understanding simple Spanish phrases. Students will practice basic dialogs and useful medical vocabulary to prepare for real world interactions. PREREQUISITE: SPN-101 (minimum grade C+) or high school Spanish

SPN-210 PROFESSIONAL WRITING IN SPANISH 3 CREDITS

This course is offered for individuals with basic competency in Spanish, looking to improve their professional writing to better communicate with the Hispanic Community. This is an ideal course for both degree seeking students and professionals looking to advance their career. This course will begin with a review of basic grammatical structures as needed for the professional writing, as well as vocabulary common to different professions such as business, health, and engineering as requested by interested students. The course will progress into styles including formal and informal forms of communication such as letters, memos, e-mails, reports, job applications, and resumes. Assessment will be based on written pieces in Spanish including these styles. PREREQUISITE: SPN-102 (minimum grade C+) or permission of instructor.

SPEECH

ENG-105 FUNDAMENTALS OF ORAL COMMUNICATION 3 CREDITS

This course offers students opportunities to practice the fundamental principles of oral communication. These include but are not limited to preparing, organizing, and delivering various kinds of speeches; evaluating verbal and nonverbal patterns and habits; using vocabulary and tone appropriate to the audience and topic; and listening and responding to others. In addition to drawing from their own experiences, students will research and document information from diverse sources. PREREQUISITE: DWT-099 (minimum grade C-) or placement at higher level writing.

Credit Course Descriptions

THEATER

ENG-250 THEATRE TODAY: READING & APPRECIATING 3 CREDITS

This course will involve the student in the major aspects of the theater experience. The student will learn how to read and analyze plays, and then how to write each play in a critical manner. The student will then learn about the craft of theatre: writing, directing, acting, and design. Finally, the student will learn how to experience theatre, through watching both plays on video, and live performances, and then, how to write about the production as in a critical manner. By the end of the course, the student will gain an appreciation of theatre as both an art and as a live experience.

THR-101 FUNDAMENTALS OF ACTING 3 CREDITS

This course introduces students to the art of acting with emphasis on characterization, voice, and movement. In addition, varieties of acting techniques, script analysis, improvisation, and theater exercises will be used to prepare monologues, duet scenes and one-act plays. Additional emphasis is on acting as a method of improving self-presentation and self-development.

THR-211 COLLEGE THEATRE WORKSHOP 1 3 CREDITS

This is a play production course. Each semester a play is chosen to be prepared and performed at the end of the semester. Students will be involved in various theater activities: acting, set construction, set decoration, props, lights, and costumes. When registering for this course, the student will automatically be signed up for a 3-credit course, however the student may contact the professor, by the end of the add/drop period, if they wish to take the course for 1, 2, or 4 credits and participate on a limited or standard course time basis. This course may be taken by students, faculty, and staff as a co-curricular activity with or without credit. Rehearsal and performance times taking place outside regular class times will be announced the first day of class.

General Information

ABSENCE DUE TO RELIGIOUS BELIEFS

If a student's absence is due to religious beliefs, then the following legislation will apply: Any student in an educational or vocational training institution who is unable, because of religious beliefs, to attend classes, or to participate in any examination, study, or work requirement on a particular day shall be excused from any such examination or study or work requirement that he may have missed because of such absence on any particular day, provided however, that such a makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be charged by the institution for making available to the said student such opportunity. No adverse or prejudicial effects shall result to any student because of his availing himself of the provisions of this section. Section 28, Chapter 151C, Massachusetts General Laws.

ABSENCES FOR PREGNANCY OR CHILDBIRTH

In accordance with Title IX of the Educational Amendments of 1972, absences due to pregnancy or related conditions, including recovery from childbirth, shall be excused for as long as the student's doctor deems the absences to be medically necessary. When the student returns to the College she shall be reinstated to the status she held when the leave began, which includes the opportunity to make up any missed work. The College may offer the student alternatives to making up missed work, such as retaking a semester, taking part in online instruction, or allowing the student additional time in a program to continue at the same pace and finish at a later date. For more information, please contact the Title IX Coordinator at (413) 755-4426.

ACCREDITATION

Springfield Technical Community College is accredited by the New England Commission of Higher Education (NECHE). (Prior to August 2018, the College was accredited by the New England Association of Schools and Colleges, Commission on Institutions of Higher Education.) Accreditation of an institution of higher education by the Commission indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Commission is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact: New England Commission of Higher Education, 3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514, (781) 425-7785, info@neche.org

AMERICANS WITH DISABILITIES ACT

Springfield Technical Community College advises applicants, participants, and the public that it does not discriminate on the basis of disability in admission or access to, or treatment or employment in its programs, services and activities. Inquiries, requests and complaints should be directed to Disability Services, STCC, One Armory Square, Building 19, Room 141, Springfield, MA 01105. The telephone number is (413) 755-4785.

CONFIDENTIALITY OF STUDENT RECORDS

The Family Educational Rights and Privacy Acts 1974 (FERPA) as amended, provides for students to have access to their educational records, to challenge anything in the records which they consider inaccurate or misleading, and to limit the release of such information.

The complete text of this policy is available online at stcc.edu/resources/academic-support/student-records

Student Right to Know Disclosure

Notice is hereby given that, in accordance with the Student Right to Know Act (Title of Public Law 101-542 and 103-382), all student right-to-know information and equity in athletics information is available on the Student Consumer Information page of the College website.

STATEMENT OF NONDISCRIMINATION

Springfield Technical Community College is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, gender, sexual orientation, age, religion, or disability in its educational programs or in admission to, access to, treatment in, or employment in, its programs or activities as required by Title VI, Civil Rights Act of 1964; Title IX, Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973; and regulations promulgated thereunder 34 C.F.R. Part 100 (Title VI), 34 C.F.R. Part 104 (Section 504), 34 C.F.R. Part 106 (Title IX), and M.G.L. c 516. Title IX protects any person from sex-based discrimination, harassment, and violence regardless of their gender expression or gender identity. This includes female, male, transgender, and gender non-conforming students, faculty, and staff.

The following individuals handle inquiries regarding Title IX and STCC's non-discrimination policies:

Senior Director of Human Resources/EBOC/
Affirmative Action Officer
Director of Human Resources/Title IX Coordinator
Building 16, Room 243
One Armory Square, Springfield, MA
(413) 755-4426



Inquiries concerning application of the above should be directed to the Affirmative Action Officer and Title IX Coordinator, or the Section 504 Coordinator.

General Information

INTERNET POLICY

All STCC students are expected to adhere to the campus policy. STCC supplies access to the internet and its components to students and employees of the college. Inappropriate use, including any violation of conditions and rules established by STCC, may result in cancellation of this privilege, suspension from the institution, as well as possible civil and/or criminal sanctions. The full policy is available on request in the Admissions Office.

DRUG AND ALCOHOL POLICY

Springfield Technical Community College is a drug- and alcohol-free campus. In accordance with Title XII of the Higher Education Act of 1965 (as amended by the Higher Education Opportunity Act of 2008), the STCC Drug and Alcohol Policy is available in the Student Policies section of the College website.

STCC POLICE

Located in Building 9, the STCC Police Department is a fully sworn law enforcement agency, committed to providing a safe and secure educational and working environment for students, faculty, staff, and visitors. Through progressive training and ethical conduct, we are committed to excellence and diversity. Our organizational values are reflected in our mission statement and are carried out by all members of our department. All crimes that occur on campus should be reported to STCC Police. The emergency number on campus is (413) 755-3911 or 3911 from any campus phone. Learn more at stcc.edu/campus-life/police

CAMPUS SAFETY DISCLOSURE: Notice is hereby given that, in accordance with the Student Right to Know Act (Title II of Public Law 101-542), and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Annual Security Report from STCC is available from the College's Department of Public Safety. To view the crime statistics for the three previous years as well as helpful information on crime awareness and prevention, please see the Annual Security Report (ASR) at: stcc.edu/media/departments/policex2fparking/CleryReport.pdf. An ASR may also be requested by calling (413) 755-4220.

SEX OFFENDER NOTIFICATION

In accordance with federal law, STCC is required to advise the campus community about where information concerning registered sex offenders may be obtained. Level 1 sex offender information is not available to the public. Information concerning Level 2 (if classified after July 12, 2013) and all Level 3 offenders is available through the STCC police department, the Springfield Police Department (located on Pearl Street, Springfield), or by contacting the Commonwealth of Massachusetts Sex Offender Registry Board, located at P.O. Box 4547, Salem, MA 01970-4547, (978) 740-6400. Level 3 offender information is also available online at: mass.gov/sorb. If you have any questions regarding access to sex offender information, please contact STCC police at (413) 755-4220 or visit, stcc.edu/campus-life/police/sex-offender-registry-information/.

CRIMINAL OFFENDER RECORD INFORMATION (CORI) POLICY

The Executive Office of Health/Human Services (EOHHS) requires a Criminal Offender Record Information (CORI) check on all persons hired or volunteering to provide services at all state hospitals, mental health facilities, day care centers, schools, or other sites serving "populations at risk." (Mass General Laws, Chap. 6, Section 167-178B.) Each student accepted into any Springfield Technical Community College program or offering in the School of Health and Patient Simulation or other designated programs must undergo a CORI check once a year. This policy also applies to students participating in laboratory experiences on or off campus, including field trips and site visits. Any student who does not pass the CORI check or who refuses to consent to a CORI check, will be precluded from participating in the corresponding clinical fieldwork, practicum course, and/or laboratory experience. Students who do not complete the required clinical, laboratory, or practicum courses, on or off campus, will be unable to fulfill requirements for graduation, and may be withdrawn from the program. Alternative clinical/practicum experiences, on or off campus, are not an option.

Additional Testing

In addition to CORI checks, students may be subject to drug or other tests as required by clinical/practicum affiliates. Any student who does not pass drug or other tests, or who refuses to consent to drug or other tests as required by the clinical practicum facility or experience, will be precluded from participation in the corresponding clinical affiliation, laboratory experience, and/or practicum course. Alternative clinical/practicum experiences, on or off campus, are not an option. Students who do not complete required clinical, laboratory experience and/or practicum course, on or off campus, will be unable to fulfill program/college requirements and may be withdrawn from the program. Certification of drug or other test results is the responsibility of the student.

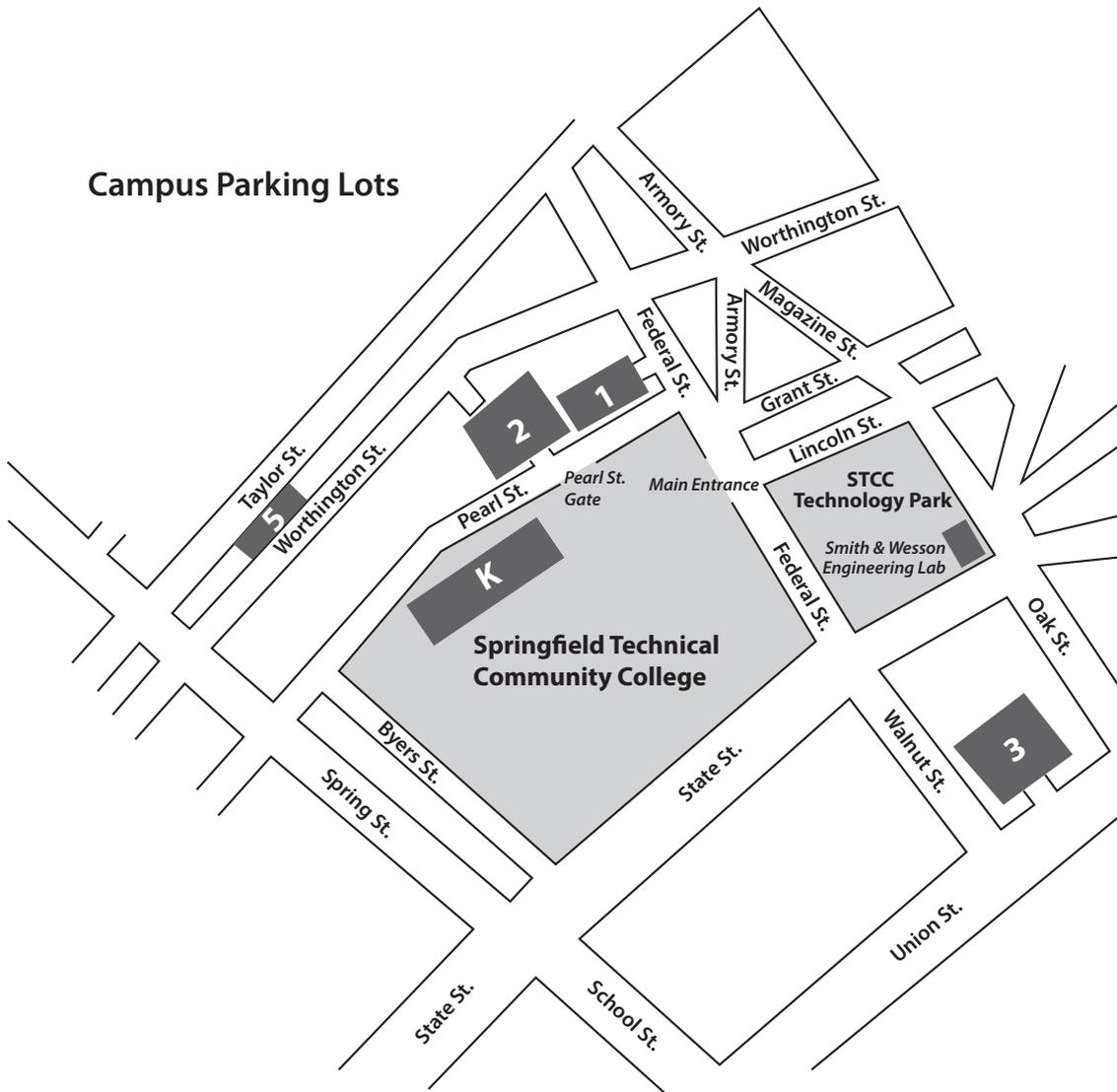
Verification of CORI Report

If a student contends that his/her CORI report contains erroneous information, or has any questions, the student should immediately contact: Criminal History Systems Board, 200 Arlington Street, Suite 2200, Chelsea, MA 02150, 617-660-4600.

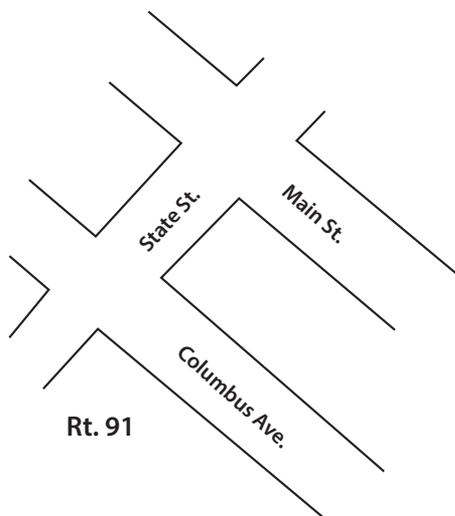
Refusal to Allow Required Record Check/Other Testing

Any student who refuses to allow required record checks or other testing will be removed from the involved clinical affiliation, laboratory experience, and/or practicum course, and may be withdrawn from the program. Under most circumstances, the CORI check cannot be processed without a written permission. The CORI Request Form must be returned within ten (10) days of receipt, and it must be on record at Springfield Technical Community College before the student can register for classes.

Directions to Springfield Technical Community College



Campus Parking Lots



From Route 91 North

- Take Exit 6, Springfield Center
- Merge onto East Columbus Ave.
- Turn right onto State Street
- Turn left onto Federal Street
- Turn left into Springfield Technical Community College's main gate

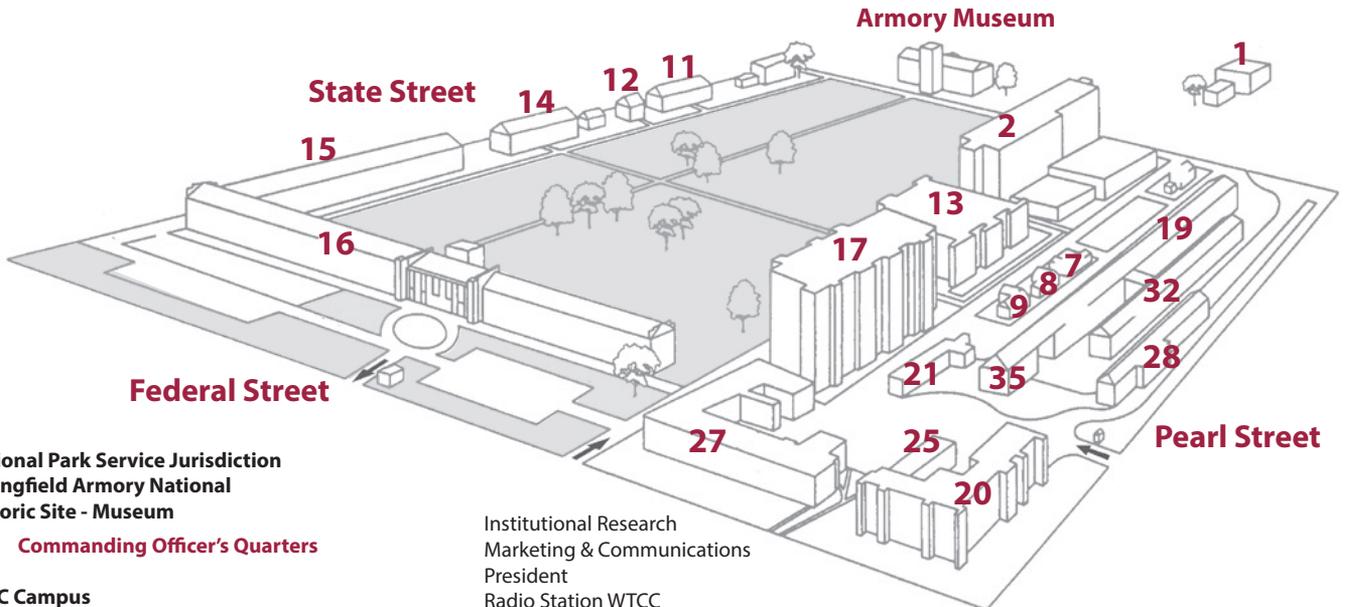
From Route 91 South

- Take Exit 7, Hall of Fame Ave/Downtown Springfield
- Merge onto West Columbus Ave.
- Turn left onto State Street
- Turn left onto Federal Street
- Turn left into Springfield Technical Community College's main gate

From the Massachusetts Turnpike

- Take Exit 6, Springfield
- Turn left onto Route 291
- Take Rt. 91 South toward Hartford
- Follow directions from Rt. 91 South

Campus Map



National Park Service Jurisdiction
Springfield Armory National
Historic Site - Museum

1 Commanding Officer's Quarters

STCC Campus

2 SCIBELLI HALL

- Authorized Testing Center
- Athletics
- Biological Sciences
- Biotechnology
- Business Administration
- Computer Information Technology
- Digital Media Technology
- Fitness Center
- Food Service
- Gymnasium
- Health Information Technology
- Office Information Technology
- Student Business Incubator
- Student Computer Labs
- Theater
- Top of Our City Conference Center

9 Campus Police

11 WMass Municipal Police Training Academy

13 DELISO HALL

- English
- English as a Second Language
- General Studies
- Music
- Teacher Education
- World Languages
- Writing Center

14 Armory Square Childcare
Graphic Communications & Photography

15 GARVEY HALL SOUTH

16 GARVEY HALL

- Academic Affairs
- Admin. Comp. Center
- Administrative Services
- Alumni Association
- Center for Online & Digital Learning
- Facilities Department (& Business Services)
- Foundation
- Gateway to College Program
- Grants and Development
- Human Resources

- Institutional Research
- Marketing & Communications
- President
- Radio Station WTCC

17 PUTNAM HALL

- Architecture & Building Technology
- Center for Access Services
- Chemistry
- Civil Engineering Technology
- Computer Science Transfer
- Computer Systems Engineering Technology
- Criminal Justice
- Economics
- Electronic Systems Engineering Technology
- Engineering & Science Transfer
- History
- Landscape Design/Mgmt. Technology
- Mathematics
- Mechanical Engineering Technology
- Optics & Photonics
- Photography Darkroom
- Physics
- Professional Development Center
- Psychology
- Sociology/Anthropology
- STEM Starter Academy

19 IRA H. RUBENZAHL STUDENT LEARNING COMMONS

- Academic Advising & Transfer Center
- Adaptive Computing Lab
- Admissions
- Bookstore
- Campus Events
- Career Development Center
- Center for Student Veterans and Service Members
- Disability Services
- Early College Initiatives
- English Language Learners
- Health & Wellness Center
- IT Help Desk (Satellite office)
- Library
- Multicultural Affairs
- Parking & Transportation
- Police (Satellite office)
- RAM Card Office
- Registrar
- Student Activities & Development
- Student Ambassador Center

- Student Government Association
- Student Financial Services
- Student Success Center
- Testing and Assessment Center
- TRIO Student Support Services
- Veterans' Affairs
- Vice President of Student Affairs

20 HEALTH SCIENCES BUILDING

- Cosmetology
- Dental Assisting Clinic
- Dental Hygiene Clinic
- Diagnostic Medical Sonography
- Electrical Engineering Technology
- Food Service
- Health Science
- Medical Assistant
- Medical Laboratory Technician
- Nursing
- Occupational Therapy Assistant
- Physical Therapist Assistant
- Radiologic Technology
- Rehab Clinic
- Respiratory Care
- SIMS Medical Center
- Surgical Technology

21 Asphalt Lab
Landscape Dept./Greenhouse

25 Automotive Technology

27 Adult Education Center
Mailroom/Receiving
Workforce Development Center

28 FINE ARTS BUILDING
Art Department
Amy H. Carberry Fine Arts Gallery

32 Energy Systems Technology

35 Civil Engineering/Landscape Labs

Springfield Technology Park (One Federal Street)
Mechanical Engineering Technology
Scibelli Enterprise Center



Start Smart at STCC and Save!

Did you know that STCC offers a wide variety of bachelor's degree transfer opportunities? Whether you leverage the Commonwealth Commitment to save thousands of dollars at any of Massachusetts' fine public colleges and universities or save even more money attending STCC before transferring to a private college, STCC has amazing programs waiting for you!

We're proud to offer agreements with:

- UMass & the Massachusetts State universities
- Massachusetts College of Liberal Arts
- Massachusetts College of Art and Design
- Massachusetts Maritime Academy
- Wentworth Institute of Technology
- Northeastern University
- Cambridge College
- Southern New Hampshire University
- Western New England University
- American International College
- Bay Path University
- Springfield College
- Charter Oak College
- Elms College

Learn more at stcc.edu/transfer





Springfield Technical Community College
 One Armory Square
 Springfield, MA 01102-9000

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Spring 2020 at STCC

Spring Registration Opens November 18

For more information, visit stcc.edu
 or call the Registrar's Office at
(413) 755-4321.

Spring Semester
 January 21–May 15

Spring Flex Term I
 January 21–March 10

Spring Flex Term II
 March 11–May 15

Winter Session December 20 to January 16

Registration opens November 18

All classes are online, and out-of-state residents pay the in-state rate! STCC offers dozens of Gen Ed and other classes, saving you as much as **HALF THE COST** than your full-time college or university. See page 2.



Tour the STCC Campus

We offer tours every Wednesday at 10:00 am and 3:00 pm. Tours begin at the Admissions Office in the Ira H. Rubenzahl Student Learning Commons (B19), 1 Armory Square, Springfield, MA.

Learn more at stcc.edu/apply/visit-us