This page is intentionally blank.
All future students are encouraged to visit Bristol Community College.

Bristol Community College
777 Elsbree Street
Fall River, MA 02720
Toll-free (MA/RI only) 800.462.0035
BCC main number 508.678.2811

Contact the Office of Admissions
To take a campus tour or attend an information session, contact Admissions or call 508.678.2811, ext. 2947, or visit us at BristolCC.edu/admissions

Campus tours
Visit BCC to learn more about us. We offer scheduled campus tours and Information Sessions throughout the year in Fall River, Attleboro, New Bedford, and Taunton. Check out our state-of-the-art classrooms, visit our computer labs, and see for yourself how you can connect. Come learn about the opportunities we can offer you. Campus tours provide a thorough guided tour of our classrooms and facilities as well as an opportunity to learn more about the admissions process.

Bring your questions and see how one of our many degree and certificate programs can launch you to that great future you dream about. To take a campus tour or attend an information session, contact Admissions or call 508.678.2811, ext. 2947.

Web site
Visit Bristol Community College at BristolCC.edu.

Office of Disability Services
If you need accommodations to access college events, please contact Sue.Boissoneault@bristolcc.edu BCC Office of Disability Services at 508.678.2811, ext. 2955. Room L109.

If you need an ASL interpreter, CART or ALD, please contact Julie.Jodoin@bristolcc.edu BCC Office of Disability Services at ext. 2568 or VP 508.689.7616. Room L109.

Inquiries regarding federal laws may be directed to:

Office for Civil Rights
U.S. Dept. of Education
33 Arch Street, Suite 900
Boston, MA 02110-1491
Telephone: 617.289.0111
TTY: 877.521.2172

U.S Equal Employment Opportunity Commission
John F. Kennedy Federal Building
475 Government Center
Boston, MA 02203
Telephone: 617.565.3200 or 1.800.669.4000

Produced by Bristol Community College Office of College Communications.
©2017 BCC

This catalog is produced by the Office of College Communications at Bristol Community College.

Policy changes

All regulations, fees, and information in this document are subject to change at the discretion of the Massachusetts Board of Higher Education and Bristol Community College.

This catalog for our dynamically-evolving college is subject to significant changes throughout its lifespan. Policy and curriculum under review may be revised during its lifespan. Please consult the College’s web page or professional staff for the most up-to-date information and any corrections that may result from publication errors.

Equal Opportunity/Non-Discrimination Notice
Bristol Community College is an Affirmative Action/Equal Employment Opportunity Employer and does not discriminate on the basis of race, sex, gender identity, color, national origin, sexual orientation, genetic information, religion, age, veteran status or disability under state or federal law in any aspect of employment, admissions, access or treatment of its programs and activities. Applicants for admission and employment, students, employees, and referrals of applicants for admission, and employment with questions or complaints about compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title VI of the Civil Rights Act of 1968, Title I and Title II of the Civil Rights Act of 1991, the Equal Pay Act of 1963, Executive Order 11246 (1965), and Title IX of the Education Amendments of 1972, should contact Nadine Dowling, Interim Executive Director of Human Resources and Affirmative Action Officer, Hudnall Administration Building, D208 at 508.678.2811, ext. 2569, nadine.dowling@bristolcc.edu. Those with questions or complaints regarding the Americans with Disabilities Act or Sections 503 and 504 of the Rehabilitation Act of 1973 should contact, Nadine Dowling, Interim Executive Director of Human Resources and Affirmative Action Officer, Hudnall Administration Building, D208 at 508.678.2811, ext. 2569, nadine.dowling@bristolcc.edu.
TTY: 617.565.3204 or 1.800.669.6820

Inquiries regarding state laws may be directed to:
Massachusetts Commission Against Discrimination
800 Purchase Street, Room 501,
New Bedford, MA 02740.
Telephone: 508.990.2390
Fax: 508.990.4260

How can you connect?

Connect to a great future in our dramatically changing world.

Weather the uncertainty with a great investment in yourself.

As you think about your future, consider what a college education can do. You can gain the tools you need to withstand an uncertain economy and chart a bright, successful road ahead.

Yes, college can be expensive. It costs money and time and energy.

Is it worth it?

Absolutely. Statistically, those with a two-year degree earn an average of $400,000* (*U.S. Census Data) more in a lifetime than those with only a high school diploma. And the jobs of the future -- the ones we don't know about yet -- require some post-secondary education.

Get more marketable, more employable, more flexible, and more able to weather economic cycles. An education can do all that.

A good college education makes you think and challenge the status quo.

With a good college education, you can change the world.

How’s that for return on investment?

It’s your education. Make it yours. And at Bristol Community College, we can help you do it.

You want the education but you don’t want to be saddled with student loans. No problem.

That’s where Bristol Community College comes in. At Bristol Community College, you can earn an education that gets you started on that bright future -- but without mortgaging your future to get it.

Take time to consider why so many students just like you come to Bristol Community College. That place nearby, the community college people talk about, the place to be -- let us help connect you to your future.

What can you find at Bristol Community College?

Opportunity

Find the tools you need to make a great future. Compare our resources, our faculty, and our services to those of other colleges -- there’s no better choice for getting started and getting ahead. Students of all abilities can find their way at BCC. In Fall 2012, 9,022 students enrolled here.

Affordable costs

We’ve all heard the stories on the news about the high cost of education. Well, not at Bristol Community College! This year, a full-time (30 credits) course load at BCC costs about $5,200 -- the same as last year! Compare that to other public or private colleges. You’d save a lot of money by spending your first two years of a four-year degree at BCC. Major magazines, including U.S. News and World Report and Fortune, say that community colleges are the best way to get the most for your college tuition.

The path to transfer

Earn the first two years of a four-year degree at Bristol Community College, and you are likely to find yourself actively recruited by great colleges and universities. Students who earned an associate degree at Bristol have transferred to Brown University, Northeastern University, University of Massachusetts, Bridgewater State University, Bryant University, Wellesley College, Roger Williams University, Boston University, New York University, Providence College, and many others. Many colleges offer special scholarships and financial aid for community college graduates.

How can you connect? At Bristol Community College

More and more high-achieving students find Bristol Community College a great choice. For these competitive students we have an active Commonwealth Honors Program, where students build one-on-one mentoring relationships with faculty, and the Presidential Scholars program that helps connect transfer students to selective colleges.

If you have dreamed about college but think it can’t be done, take a look at BCC. It will be hard work -- possibly the greatest challenge you’ve ever faced.

Our students demonstrate that it’s all worthwhile.

Facilities for Learning

BCC offers students access to some of the most modern equipment and resources available.
Satellites

Day and evening classes are held at the Taunton Center, Two Galleria Mall Drive, Taunton, MA 02780 and at the Community and Workforce Education Center, 1082 Davol Street, Fall River, MA 02720.

The Fall River Campus includes these eleven buildings:

**The Margaret L. Jackson Arts Center**

With the professionally-equipped, 700-seat theater, complete with dressing rooms, a scene shop, and costume and makeup rooms, the Jackson Arts Center also features art studios, a graphic design computer lab, and exhibit space. The Grimshaw-Gudewicz Art Gallery is also located here, offering public art exhibits of many types. In the College’s television studio and post-production facility, students in the College’s Communication program use the professional three-camera studio, digital portable cameras, and digital editing workstations. The facility is also headquarters for Greater Fall River Community Media, where the community can learn production and even host their own show! The service is free and open to you. BCC Radio is also based here, with a public access radio station for hosting your own radio show. Free wireless Internet is available.

**The Commonwealth College Center**

The Lash Enrollment Center is located here, housing Admissions, Advisement, Counseling, Financial Aid, Health Services, Placement Testing, Registration, Records, and Student Accounts. Student offices, the BCC Bookstore, Fitness Center, Student Life office, cafeteria and lounge are also here. Free wireless access is also available.

**The Siegel Health Technologies Building**

Health Sciences programs are based here, with the BCC Child Care Center, Nursing lab, Dental Hygiene clinic, and College snack bar.

**The Robert F. Stoico/FIRSTFED Business Technologies Building**

Free wireless access is here for your use. Find a 60-station open computer lab for student use and a computer help desk for any computer-related problem. Six networked computer labs for business, office administration, and computer information systems, including a full multimedia learning lab, are available. You can pick up your accessBCC card in the Community Computing Lab.

**The Eileen T. Farley Learning Resources Center**

The Eileen T. Farley Learning Resources Center houses the Fall River Campus Library, the Lash Center for Teaching and Learning, Information Technology Services, eLearning and the Center for Instruction Technology Expertise. The Rodgers Cyber Café is a warm, comfortable lounge with free wireless access and refreshments available for purchase.

**The Engineering Building**

Access computer integrated manufacturing, soil, hydraulics, and pneumatics labs, computer-aided design (CAD) stations, and a robotics lab are all based here. Academic support programs in the Center for Developmental Education are also located here, including The Learning Commons.

**The Hudnall Administration Building**

Administrative offices, including the BCC Foundation and Campus Police, are found here.

**The Rodgers Science Building**

Physics, chemistry, and biology labs, the Koppelman Greenhouse, the planetarium, and aquaculture lab are available to students here.

**The Mathematics and Science Building**

This building houses dedicated science labs, a real coral reef aquarium, a multidisciplinary computer lab, environmental technology learning center, community services, and an interactive lecture hall. Also located in this building is the Office of Disability Services (ODS).

**The Facilities Building**

Facilities, including capital projects, building and grounds operations and events scheduling; mailroom, shipping/receiving, and purchasing are located in here.

**The John J. Sbrega Health and Science Technology Building**

Building programs include Biology, Microbiology, Chemistry, Nursing, Dental Hygiene, and Clinical Lab Science.

**BCC at Attleboro**

This Campus offers day and evening classes in a bright, state-of-the-art facility. Located near downtown Attleboro in the Attleboro Corporate Center off of Forest Street, the site is handicap accessible, with ample and convenient parking space. All classrooms are SMART classrooms, with biology, chemistry, microbiology lab and a NEW life science lab. The site includes a Learning Resources Center with computers and Internet access, an auditorium, cafeteria, bookstore, and conference room. The Campus also includes faculty offices and a combined tutoring center and writing center. Students receive full academic support services, including academic, career, and personal counseling with small classes and personal attention. We now have several full-time professional staff: Academic Support Specialist, Senior Admissions Counselor,
Academic Counselor, Financial Aid Counselor and Librarian. We also have additional part-time professional staff: Counseling, Disability Services and a Learning Commons Coordinator.

Check the listing of Programs of Study for those offered in their entirety at the Attleboro Campus.

The New Bedford Campus

This full-service campus offers day, evening, and weekend classes; student support services; and an array of services that focus on college readiness and workforce training. The New Bedford Campus is also home to eHealth Careers, a flexible healthcare education option, which combines face-to-face learning in the classroom with online learning, designed to prepare students for entry into the growing healthcare field.

Located in the heart of downtown New Bedford and convenient to public transportation and public parking, the Campus includes classrooms and learning resources at 800 Purchase Street and 188 Union Street. In addition to a full-service Enrollment Center and technology-enhanced classrooms, the Campus has multidisciplinary computer labs, four science labs, a Library Learning Commons, and the Costa Academic Support Center. The New Bedford Campus is also home to state-of-the-art health science labs for the Nursing, OTA, Phlebotomy and Pharmacy Technician programs. Students have access to free tutoring, academic, career and transfer advisement; personal counseling, health services and disability services.

For a complete list of programs fully available at the New Bedford Campus Click Here.

Have questions about the New Bedford Campus? Email us today!

eLearning

In addition to taking face-to-face classes at one of BCC’s physical locations, students can take classes virtually through the eLearning program. In addition to taking individual online or hybrid eLearning courses, students can complete a number of degree programs in an eLearning format.

The Faculty

Fellow learners committed to teaching

Learning is at the heart of all we do. That love of learning is led by a faculty with advanced degrees and professional experience that translate into real-life preparation for your future. And while their credentials alone make them impressive, it is their commitment to teaching and to the community college student that really sets them apart.

BCC faculty includes published playwrights, business consultants, working artists, active healthcare providers, and many others – professionals who are admired for their expertise. They teach at Bristol Community College because they want to share with you all that they have learned to prepare you for a satisfying future.

Keeping pace with technology

The College’s high-tech labs and courses stay up-to-date with the rapidly changing environment. Ample on-campus computer facilities, updated science labs, wireless access, SMART classrooms, and the latest in teaching technology are just some ways that BCC helps you to take maximum advantage of technology’s power. Technology also enables you to take courses from wherever you are. We have eLearning courses where you can learn via the Web and experience individualized, student-centered instruction. See eLearning elsewhere in this catalog.

BCC Libraries

Library Services

Comprehensive library services are offered at four locations including Fall River, New Bedford, Attleboro, and Taunton. Located in the center of the Fall River Campus, the Farley Learning Resources Center houses the library on the first floor and is the central repository of the College’s print and media collections. The New Bedford Campus Library is located in Room NS164, and the Attleboro Campus Library is located in Room AT107. The Taunton Center library is located in Room TG134. BCC Libraries provide access to an extensive collection of print and electronic resources which can be accessed from the Library home page, and materials can be delivered to the library most convenient to you. Professional librarians work closely with the faculty to provide information literacy education, as well as comprehensive reference and resource assistance as you work on your scholarship.

Resources

- Eighty online databases cover a wide range of disciplines.
- Patrons can access more than 30,000 electronic books and more than 15,000 streaming videos.
- The Fall River Library has more than 60,000 print titles and more than 200 journals and newspapers. Resources from the Fall River Library are sent as needed to the Attleboro, New Bedford and Taunton via campus mail.
- Extensive collections of print and electronic reference resources are available at all three campus libraries.
- More than three million titles are available through the SAILS online library network and can be requested from all three BCC Libraries.
• The College Archive houses works by faculty and staff, College publications, and the Lizzie Borden Collection.

• Public workstations and wireless Internet access are available at the three library locations.

• Media equipment including voice recorders, laptops, graphic calculators, and headphones are available for student use.

• The Fall River Library houses the Rodgers Cyber Café which provides refreshments and lounge space for studying, relaxing, or meeting with work groups.

**Services**

• All four BCC Libraries offer individual assistance with research and academic assignments from professional librarians.

• Services and course reserves are available at all four campus libraries.

• Information Literacy Instruction sessions are available on request and are often part of the curriculum for individual courses.

• Reference services are available by phone, chat, and email.

• Inter-library loan services provide students and faculty access to resources from other state and national libraries.

• Databases and ebooks can be accessed remotely for those with BCC Campus cards.

**The Learning Commons**

The Learning Commons is the central hub for tutoring at Bristol Community College. Housing both the Writing and the Tutoring and Academic Support Centers, the Learning Commons can be found at each BCC location giving students of all abilities the opportunity to utilize the services and reach their educational goals.

For current hours and more information, please visit www.bristolcc.edu/students/studentservices/learningcommons/
PROGRAMS OF STUDY - ALPHABETICALLY

Alphabetical by degree
Programs are offered in Fall River unless otherwise noted, as well as at sites indicated.

(A) - Also offered at Attleboro Campus
(NB) - Also offered at New Bedford Campus
(T) - Also offer at the Taunton Center
(eH) - Also offered through eHealth at the New Bedford Campus

* Note: These programs are offered 100% online

Sort Programs of Study
Topic | Alphabetically

Art Transfer

ANIMATION AND MOTION GRAPHICS
TRANSFER

Career Program

Degree offered
Associate in Arts in Art Transfer
(Animation and Motion Graphics Concentration)

Credits required 65

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design
marisa.millard@bristolcc.edu

Program Code: AT
Concentration Code: AMG

Program Goals Statement
In this program, students gain a foundation in design and drawing and develop skills in visual communication and interactive design with a focus on the creative process. In their second year, they choose electives to emphasize either an animation or motion graphics concentration.

Students create a portfolio of work showcasing their abilities with narrative in time-based media and either transfer to a four-year program in digital media or directly into careers supporting time-based design.

Program Information

- Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.
- Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

Additional Information Sequencing

- Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

After BCC

- Students can transfer to four-year B.F.A. programs in animation, new media, interactive design, motion graphics, broadcast design, or electronic imaging.
- The program is also designed for immediate entry into the job market if desired.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Oral Communication

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 106</td>
<td>3</td>
</tr>
<tr>
<td>Survey of Art History II: Modern Art</td>
<td></td>
</tr>
<tr>
<td>ART 205</td>
<td>3</td>
</tr>
<tr>
<td>Topics in Contemporary Art</td>
<td></td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>Composition I: College Writing</td>
<td></td>
</tr>
<tr>
<td>ENG 102</td>
<td>3</td>
</tr>
<tr>
<td>Composition II: Writing about Literature</td>
<td></td>
</tr>
</tbody>
</table>

Elective Courses

See General Education Competency Courses (p. 485) for course listings

Scientific Reasoning and Discovery Elective - Lab
Quan/Sym Reasoning Elective 3

Studio Foundation

<table>
<thead>
<tr>
<th>Art Foundation</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>1</td>
</tr>
<tr>
<td>Visual Art Colloquium</td>
<td></td>
</tr>
<tr>
<td>ART 111</td>
<td>3</td>
</tr>
<tr>
<td>Drawing I</td>
<td></td>
</tr>
<tr>
<td>ART 112</td>
<td>3</td>
</tr>
<tr>
<td>Drawing II</td>
<td></td>
</tr>
<tr>
<td>ART 121</td>
<td>3</td>
</tr>
<tr>
<td>Two-Dimensional Design</td>
<td></td>
</tr>
<tr>
<td>ART 151</td>
<td>1</td>
</tr>
<tr>
<td>Digital Photography</td>
<td></td>
</tr>
<tr>
<td>ART 260</td>
<td>3</td>
</tr>
<tr>
<td>Computer Graphics</td>
<td></td>
</tr>
</tbody>
</table>

Studio Foundation - Choose one of the following

| ART 122                | 3       |
| Two-Dimensional Design II |
| ART 132                | 3       |
| Three-Dimensional Design II |
Advanced Studio
ART 201  Careers in the Visual Arts  2
ART 261  Graphic Design I  3
ART 266  Typography Design  3
ART 276  Multimedia Design  3
ART 280  Electronic Imaging  3
ART 281  Web Animation  3

Advanced Studio - Choose one of the following
ART 282  Character Animation  3
ART 285  Motion Graphics  3

Program Electives – Choose 3 from:
ART 211  Drawing III  3
ART 216  Introduction to Illustration  3
ART 282  Character Animation  3
ART 285  Motion Graphics  3
ART 292  Design Studio  3
CED 210  Cooperative Work Experience  3
COM 159  Video Field Production and Editing  3
MUS 117  Sound Design for Multimedia  3
Or an ART course approved by the program coordinator

With your program advisor, choose electives based on your choice of concentration and your goals.

Recommended Course Sequence - Fall Semester 1
ART 101  Visual Art Colloquium  1
ART 106  Survey of Art History II: Modern Art  3
ART 111  Drawing I  3
ART 121  Two-Dimensional Design  3
ART 260  Computer Graphics  3
ENG 101  Composition I: College Writing  3

Recommended Course Sequence - Spring Semester 2
ART 112  Drawing II  3
ART 151  Digital Photography  1
ART 280  Electronic Imaging  3
ART 281  Web Animation  3
ENG 102  Composition II: Writing about Literature  3
ART 122  Two-Dimensional Design II  3
Or
ART 132  Three-Dimensional Design II  3

Recommended Course Sequence - Summer
Consider taking Gen Ed or studio courses to reduce semester load.

Recommended Course Sequence - Fall Semester 3
ART 201  Careers in the Visual Arts  2
ART 205  Topics in Contemporary Art  3
ART 261  Graphic Design I  3
ART 266  Typography Design  3
ART 276  Multimedia Design  3

Recommended Course Sequence - Spring Semester 4 - Choose two
ART 282  Character Animation  3
ART 285  Motion Graphics  3
Lab Science Elective  4
Mathematics Elective  3

FINE ARTS TRANSFER

Degree offered
Associate in Arts in Art Transfer (Art/Fine Arts Concentration)

Credits required 65

Dean
Ulli K. Ryder, ullivan.ryder@bristolcc.edu

Program contact
Erik Durant, Coordinator of and Assistant Professor in Art, erik.durant@bristolcc.edu

Program Code: AT
Concentration Code: ATF

Program Goals Statement
This program provides a strong foundation in art to prepare students for transfer into senior institutions and a career in the visual arts. Students work within a structured curriculum that emphasizes visual perception, technical skills, and an artistic philosophy geared toward individual success. Following a common one-year foundation program, students choose advanced courses to focus on their individual goals and build a strong portfolio.

Program Information
• The Art program has approximately 180 students and 20 dedicated faculty of working artists and designers. The program offers a strong individual support system for students.
• Some studio art courses are offered only one semester per year. It is recommended that students take developmental courses, science, and math in the summer.

Additional Information
Sequencing Complete all Studio Foundation program courses before taking any Advanced Studio courses.

Scheduling restrictions
Take ART 101 in the fall semester of your first year, as well as ART 201 and ART 211 in the fall semester of your last year.

After BCC
Graduates transfer to four-year institutions and major in subjects such as painting, sculpture, printmaking, art history, art education, and other related fields.

BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer/li>

Infused General Education Competencies
Multicultural Perspective, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses
ART 105 Survey of Art History I: Ancient through Renaissance Art 3
ART 106 Survey of Art History II: Modern Art 3
ART 205 Topics in Contemporary Art 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Choose one of the following
MTH 119 Fundamental Statistics 3
MTH 125 Modern College Mathematics 3

Choose one of the following
PHL 101 Introduction to Philosophy 3
PHL 152 Ethics: Making Ethical Decisions in a Modern World 3
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3

Elective Courses
See General Education Competency Courses, Scientific Reasoning and Discovery (p. 486) for course listings.

Scientific Reasoning and Discovery Elective - Lab 4

Studio Foundation
ART 101 Visual Art Colloquium 1
ART 111 Drawing I 3
ART 112 Drawing II 3
ART 121 Two-Dimensional Design 3
ART 122 Two-Dimensional Design II 3
ART 131 Three-Dimensional Design 3
ART 132 Three-Dimensional Design II 3
ART 151 Digital Photography 1

Advanced Studio
ART 201 Careers in the Visual Arts 2
ART 211 Drawing III 3

In addition to ART 201 and ART 211, choose five advanced studio electives from the following
ART 212 Drawing IV 3
ART 216 Introduction to Illustration 3
ART 221 Painting I 3
ART 222 Painting II 3
ART 226 Printmaking: Relief 3
ART 227 Printmaking: Intaglio 3
ART 231 Sculpture 3
ART 236 Figure Sculpture I 3
ART 251 Photography II: Digital 3
ART 256 Photography I 3
ART 257 Photography II: Darkroom 3
ART 260 Computer Graphics 3
CED 210 Cooperative Work Experience 3

Students may also choose advanced studio electives from the Graphic Design advanced program courses

Recommended Course Sequence – Fall Semester 1
ART 101 Visual Art Colloquium 1
ART 111 Drawing I 3
ART 121 Two-Dimensional Design 3
ART 131 Three-Dimensional Design 3
ENG 101 Composition I: College Writing 3
ART 105 Survey of Art History I: Ancient through Renaissance Art 3

Recommended Course Sequence – Spring Semester 2
ART 112 Drawing II 3
ART 122 Two-Dimensional Design II 3
ART 132 Three-Dimensional Design II 3
ART 151 Digital Photography 1
ENG 102 Composition II: Writing about Literature 3
ART 106 Survey of Art History II: Modern Art 3

Recommended Course Sequence – Fall Semester 3
ART 211 Drawing III 3
ADV. ART ELECTIVE 3
ADV. ART ELECTIVE 3
ART 201 Careers in the Visual Arts 2
ART 205 Topics in Contemporary Art 3
MTH 119 Fundamental Statistics 3
Or
MTH 125 Modern College Mathematics 3

Recommended Course Sequence – Spring Semester 4
ADV. ART ELECTIVE 3
ADV. ART ELECTIVE 3
ADV. ART ELECTIVE 3
Lab Science Elective 4
And
PHILOSOPHY ELECTIVE 3
Or
SOCIOLGY ELECTIVE 3
GRAPHIC DESIGN TRANSFER

Degree offered
Associate in Arts in Art Transfer
(Graphic Design Concentration)

Credits required 65

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design marisa.millard@bristolcc.edu

Program Code: AT
Concentration Code: ATG

Program Goals Statement
This program provides a strong foundation in drawing and design, preparing students for transfer into a senior institution and a career in graphic design, Web and multimedia design, advertising design, and electronic imaging. Students utilize traditional media and computer graphics within a structured curriculum. Studio courses emphasize visual perception, creative thinking, aesthetics, technical skills, and exploration of the design process, and applications to professional practice.

Program Information
• Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.

• Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

Additional information
• Sequencing: Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

After BCC
• Recent graduates have transferred to Rhode Island School of Design, Massachusetts College of Art and Design, Minneapolis College of Art and Design, UMass Dartmouth, and others. Graduates transfer to four-year BFA programs in graphic design, digital media, Web design, media arts, animation and illustration, as well as art education.

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Historical Awareness, Multicultural Perspective, Oral Communication

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses
See General Education Competency Courses (p. 485) for course listings
- Scientific Reasoning and Discovery Elective - Lab Quan/Sym Reasoning Elective 4 3

Studio Foundation
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 112</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 122</td>
<td>Two-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
</tbody>
</table>

Advanced Studio
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 201</td>
<td>Careers in the Visual Arts</td>
<td>2</td>
</tr>
<tr>
<td>ART 211</td>
<td>Drawing III</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 262</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one elective from
- ART 271  Web Design I | 3
- ART 292  Design Studio | 3
- CED 210  Cooperative Work Experience Or an ART course approved by the program coordinator | 3

Recommended Course Sequence – Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
</tbody>
</table>
ART 260  Computer Graphics  3
ENG 101  Composition I: College Writing  3

**Recommended Course Sequence – Spring Semester 2**
ART 106  Survey of Art History II: Modern Art  3
ART 112  Drawing II  3
ART 122  Two-Dimensional Design II  3
ART 151  Digital Photography  1
ART 280  Electronic Imaging  3
ENG 102  Composition II: Writing about Literature  3

**Recommended Course Sequence – SUMMER**
Consider taking Gen Ed or studio courses to reduce semester load.

**Recommended Course Sequence – Fall Semester 3**
ART 131  Three-Dimensional Design  3
ART 201  Careers in the Visual Arts  2
ART 211  Drawing III  3
ART 261  Graphic Design I  3
ART 266  Typography Design  3
Mathematics Elective  3

**Recommended Course Sequence – Spring Semester 4**
ART 251  Photography II: Digital  3
ART 262  Graphic Design II  3
ART 267  Publication Design  3
Lab Science Elective  4

**WEB DESIGN AND MEDIA ARTS CAREER**

**Degree offered**
Associate in Arts in Art Transfer
(Web Design & Media Arts Concentration)

**Credits required 65**

**Dean**
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design marisa.millard@bristolcc.edu

Program Code: AT
Concentration Code: ATM

**Program Goals Statement**
This program provides students with the necessary foundation to enter the job market for careers in Web design, Web animation, multimedia design, and media arts, or to transfer to a four-year BFA program in these fields. Course work emphasizes the creative process. Students develop a professional-level graphic design portfolio showcasing their visual communication skills as well as their grasp of industry-standard design technology.

**Program Information**
- Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.
- Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

**Additional information**
- Sequencing: Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

**After BCC**
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**
Ethical Dimensions, Historical Awareness, Multicultural Perspective, Oral Communication

**DEGREE REQUIREMENTS**

**General Courses**
- ART 106  Survey of Art History II: Modern Art  3
- ART 205  Topics in Contemporary Art  3
- CIS 122  Internet Developer  3
- ENG 101  Composition I: College Writing  3
- ENG 102  Composition II: Writing about Literature  3

**Elective Courses**
See General Education Competency Courses (p. 485) for course listings
- Scientific Reasoning and Discovery Elective - Lab  4
- Quan/Sym Reasoning Elective  3

**Studio Foundation**
- ART 101  Visual Art Colloquium  1
- ART 111  Drawing I  3
- ART 121  Two-Dimensional Design  3
- ART 122  Two-Dimensional Design II  3
- ART 151  Digital Photography  1
- ART 260  Computer Graphics  3
- ART 271  Web Design I  3
- ART 280  Electronic Imaging  3

**Advanced Studio**
- ART 201  Careers in the Visual Arts  2
ART 261  Graphic Design I  3  
ART 266  Typography Design  3  
ART 272  Web Design II  3  
ART 273  Advanced Web Design Studio  3  

Program Electives - Choose three electives based on your choice of concentration and your goals  
ART 251  Photography II: Digital  3  
ART 276  Multimedia Design  3  
ART 281  Web Animation  3  
ART 282  Character Animation  3  
ART 285  Motion Graphics  3  
ART 292  Design Studio  3  
CED 210  Cooperative Work Experience  3  

or an ART course approved by the program coordinator  

Recommended Course Sequence - Fall Semester 1  
ART 101  Visual Art Colloquium  1  
ART 111  Drawing I  3  
ART 121  Two-Dimensional Design  3  
ART 260  Computer Graphics  3  
CIS 122  Internet Developer  3  
ENG 101  Composition I: College Writing  3  

Recommended Course Sequence - Spring Semester 2  
ART 106  Survey of Art History II: Modern Art  3  
ART 122  Two-Dimensional Design II  3  
ART 151  Digital Photography  1  
ART 271  Web Design I  3  
ART 280  Electronic Imaging  3  
ENG 102  Composition II: Writing about Literature  3  

Recommended Course Sequence - SUMMER  
Consider taking Gen Ed or studio courses to reduce semester load.  

Recommended Course Sequence - Fall Semester 3  
Program Elective  3  
ART 201  Careers in the Visual Arts  2  
ART 205  Topics in Contemporary Art  3  
ART 261  Graphic Design I  3  
ART 266  Typography Design  3  
ART 272  Web Design II  3  

Recommended Course Sequence - Spring Semester 4  
Program Elective  3  
Program Elective  3  
ART 273  Advanced Web Design Studio  3  
Lab Science Elective  4  
Mathematics Elective  3  

Business Administration Career  

ACCOUNTING CAREER  

Degree offered  

Associate in Science in Business Administration (Accounting Concentration)  

Credits required 64/66  

Dean  
William Berardi, william.berardi@bristolcc.edu  

Program contact  
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu  

Program Code: BC  
Concentration Code: ACC  

Program Goals Statement  
The Business Administration career program provides training in the various organizational functions, critical thinking, problem-solving, and communication skills students need to compete in today's global business environment. In this option, students can focus on accounting and qualify for entry-level accounting positions. All the Business programs share common courses, so students can switch easily between concentrations.  

Program Information  
• Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.  
• The faculty have years of practical experience that makes your education relevant to the workplace.  

After BCC  
• Graduates seek employment as junior staff accountants, bookkeepers, loan service representatives, tax preparation assistants, credit and collection associates, and junior financial analysts.  
• The program is designed for students who plan to enter the workforce immediately after graduation.  

Infused General Education Competencies  
Ethical Dimensions, Multicultural Perspective  

DEGREE REQUIREMENTS  

General Courses  
CIS 111  Introduction to Business  3  
Information Systems  
CSS 101  College Success Seminar  1  
ECN 111  Principles of Economics-Macro  3  
ENG 101  Composition I: College Writing  3  
ENG 102  Composition II: Writing about Literature  3  
HST 112  The West and the World II  3  

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

**Choose one of the following**

COM 101  Fundamentals of Public Speaking  3  
COM 114  Professional Speaking  3  

**Elective Courses**

Scientific Reasoning and Discovery Elective  3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

**Core Courses**

ACC 101  Principles of Accounting I  4  
ACC 102  Principles of Accounting II  4  
ACC 114  Introduction to QuickBooks Pro  1  
BUS 111  Business and Financial Mathematics  3  
BUS 251  Business Law  3  
MAN 101  Principles of Management  3  
MAR 101  Principles of Marketing  3  
RMN 118  Workshop in Team Development and Managerial Communications  3  

ACC 114 requirement can be satisfied by completing ACC 150

**Concentration Courses**

ACC 201  Intermediate Accounting I  3  
ACC 202  Intermediate Accounting II  3  
ACC 255  Federal Taxation I  3  

Choose three courses from the list below for a total of 9 credits

ACC 150  Small Business Financial Software  3  
ACC 253  Cost Accounting  3  
ACC 256  Federal Taxation II  3  
ACC 258  Auditing  3  
ACC 259  Analysis of Financial Statements  3  

ELECTIVE: (Choose from ACC, BNK, BUS, CED, MAN, MAR, RES, or RMN)

**Program Electives – choose one of the following**

BUS 112  Personal Financial Planning  3  
BUS 113  Introduction to Business Functions and Practices  3  
BUS 155  Business Ethics  3  
BUS 253  Corporation Finance  3  
BUS 260  International Business  3  
MAN 152  Purchasing  3  
MAN 251  Human Resources Management  3  
MAN 290  Managing an Enterprise  3  
MAR 255  Advertising Principles  3  

**Recommended Course Sequence - Fall Semester 1**

ACC 101  Principles of Accounting I  4  
BUS 111  Business and Financial Mathematics  3  
CSS 101  College Success Seminar  1  
ENG 101  Composition I: College Writing  3  
HST 112  The West and the World II  3  
MAN 101  Principles of Management  3  

**Recommended Course Sequence - Spring Semester 2**

ACC 102  Principles of Accounting II  4  
ECN 111  Principles of Economics-Macro  3  
ENG 102  Composition II: Writing about Literature  3  
MAR 101  Principles of Marketing  3  
COM 101  Fundamentals of Public Speaking  3  
COM 114  Professional Speaking  3  

**Recommended Course Sequence - Fall Semester 3**

Accounting Elective  3  
ACC 114  Introduction to QuickBooks Pro  1  
ACC 201  Intermediate Accounting I  3  
ACC 255  Federal Taxation I  3  
CIS 111  Introduction to Business Information Systems  3  

Science Elective  3-4

**Recommended Course Sequence - Spring Semester 4**

Accounting Elective  3  
ACC 202  Intermediate Accounting II  3  
BUS 251  Business Law  3  
RMN 118  Workshop in Team Development and Managerial Communications  3  

**ENTREPRENEURSHIP CAREER**

**Degree offered**

Associate in Science in Business Administration (Entrepreneurship Concentration)

**Credits required 65/66**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

**Program Code**: BC

**Concentration Code**: ENT

**Program Goals Statement**

The program focuses on developing skills in finance, human resource management, management principles,
marketing, purchasing, and sales needed for establishing and operating a new business.

**Program Information**

- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

- BCC is the home of the Academic Center for Entrepreneurship. It works to assist people starting a business as well as to encourage local high school and middle school students to consider entrepreneurship.

**After BCC**

- Students are ready to open their own businesses and other enterprises. Some senior institutions offer four-year degrees in Entrepreneurship.

**Infused General Education Competencies**

Ethical Dimensions, Multicultural Perspective

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Choose one of the following**

- COM 101 | Fundamentals of Public Speaking | 3 |
- COM 114 | Professional Speaking | 3 |

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Scientific Reasoning and Discovery Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**Concentration Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 114</td>
<td>Small Business Planning</td>
<td>1</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 154</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 251</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>Sales Principles</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives – Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 112</td>
<td>Personal Financial Planning</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAR 253</td>
<td>Sales Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAN 251</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 114</td>
<td>Small Business Planning</td>
<td>1</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 154</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>Sales Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**FINANCIAL SERVICES - FINANCIAL MANAGEMENT CAREER**
Degree offered
Associate in Science in Business Administration (Financial Services Financial Management)

Credits required 64/65
Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: MAN

Program Goals Statement
The Business Administration career program emphasizes various organizational functions, critical thinking, problem-solving, and communication skills that students need to compete in today’s global business environment. This concentration assists students to prepare for a career in Financial Management. All business programs share many common courses, so students can switch easily between concentrations.

Program Information
• Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.
• The faculty have years of practical experience that makes your education relevant to the workplace.

Recommendations
• Students should take any required developmental courses in their first semester.
• Next, they should take ACC 101, BUS 111, and ENG 101 to position themselves for proper course sequence in following semesters.
• BUS 253 should be taken in spring, second year.

After BCC
• Graduates work as mutual fund customer service representatives and broker assistants, loan service representatives, insurance representatives, credit and collection associates, and junior financial analysts.
• The career program is designed for students who plan to enter the workforce immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives Courses
Scientific Reasoning and Discovery Elective 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

Concentration Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 255</td>
<td>Federal Taxation I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 256</td>
<td>Federal Taxation II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 259</td>
<td>Analysis of Financial Statements</td>
<td>3</td>
</tr>
<tr>
<td>BUS 112</td>
<td>Personal Financial Planning</td>
<td>3</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives – choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 150</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
<tr>
<td>BNK 101</td>
<td>Principles of Banking</td>
<td>3</td>
</tr>
<tr>
<td>BNK 114</td>
<td>Introduction to Commercial Banking</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>Sales Principles</td>
<td>3</td>
</tr>
<tr>
<td>MAR 253</td>
<td>Sales Management</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience or</td>
<td>3</td>
</tr>
<tr>
<td>ECN 251</td>
<td>Money and Banking</td>
<td>3</td>
</tr>
</tbody>
</table>
Program Electives - Choose one of the following
MAN 251 Human Resources Management 3
MAN 152 Purchasing 3
MAR 255 Advertising Principles 3

Recommended Course Sequence - Fall Semester 1
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
HST 112 The West and the World II 3
MAN 101 Principles of Management 3

Recommended Course Sequence - Spring Semester 2
ACC 102 Principles of Accounting II 4
ECN 111 Principles of Economics-Macro 3
ENG 102 Composition II: Writing about Literature 3
MAR 101 Principles of Marketing 3

Recommended Course Sequence - Fall Semester 3
ACC 255 Federal Taxation I 3
ACC 259 Analysis of Financial Statements 3
BUS 112 Personal Financial Planning 3
BUS 251 Business Law 3
CIS 111 Introduction to Business Information Systems 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Recommended Course Sequence - Spring Semester 4
ACC 256 Federal Taxation II 3
BUS 253 Corporation Finance 3
Science Elective 3-4
COM 101 Fundamentals of Public Speaking 3
Or
COM 114 Professional Speaking 3

GENERAL MANAGEMENT CAREER

Degree offered
Associate in Science in Business Administration (General Management Concentration)

Credits required 64/65

Dean
William Berardi, william.berardi@bristolcc.edu

Program Contact
Dorris Perryman, Department Chair and Associate Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: GEN

Program Goals Statement
Students enrolled in the Business Administration career program receive training in various organizational functions, critical thinking and problem-solving skills they need to compete in today’s global business environment. All the Business programs share common courses, so students can switch easily between concentrations.

Program Information
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.
- The faculty have years of practical experience in national and global business that makes your education relevant to the workplace.
- This concentration assists students to prepare for a variety of careers.

Recommendations
- Students should take BUS 111, ENG 101, RMN 118, and ACC 101 first to position themselves for the proper course sequence in their second year. Students should take any required developmental courses in their first semester, followed by BUS 111 and ENG 101.
- Choose electives to pursue specific interests, such as purchasing or human resources.

After BCC
- Graduates work as quality control specialists, shift supervisors, and assistant managers of retail stores.
- The career program is designed for students who expect to work in the profession immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
CIS 111 Introduction to Business Information Systems 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 112 The West and the World II 3
PSY 101 General Psychology 3

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
**Programs of Study - Alphabetically**

**Elective Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings.

**Core Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**Concentration Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose from ACC, BNK, BUS, CED, MAN, MAR, RES, RMN

**Choose one elective from the following**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 112</td>
<td>Personal Financial Planning</td>
<td>3</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 251</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition II: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Marketing Management Career**

**Degree offered**

Associate in Science in Business Administration (Marketing Management Concentration)

**Credits required 63/64**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

**Program Code: BC**

**Concentration Code: MAR**

**Program Goals Statement**

The Business Administration career program provides training in the various organizational functions, critical thinking, and problem-solving skills students need to compete in today’s global business environment and to understand marketing. All the Business programs share common courses, so students can switch easily between concentrations.

**Program Information**

- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

- The faculty have years of practical experience that makes your education relevant to the workplace. This concentration assists students to prepare for a career in marketing and sales.

**After BCC**
• Graduates work as marketing agents, customer service representatives, loan service representatives, sales associates, marketing assistants, and sales people.

• The program is designed for students who plan to enter the workforce immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
CIS 111 Introduction to Business 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 112 The West and the World II 3

CSS 101: (or completion of Division 3 Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3

Elective Courses
Elective - Science 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
ACC 101 Principles of Accounting I 4
ACC 102 Principles of Accounting II 4
BUS 111 Business and Financial Mathematics 3
BUS 251 Business Law 3
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Concentration Courses
MAR 114 Sales Principles 3
MAR 253 Sales Management 3
MAR 255 Advertising Principles 3

Choose one of the following
BUS 253 Corporation Finance 3
MAN 152 Purchasing 3

Choose two from the following
Elective 3
Elective 3

ACC, BNK, BUS, CED, MAN, MAR, RES, RMN

Program Electives – Choose one of the following
BUS 112 Personal Financial Planning 3
BUS 113 Introduction to Business Functions and Practices 3
BUS 253 Corporation Finance 3
BUS 155 Business Ethics 3
BUS 260 International Business 3
MAN 251 Human Resources Management 3
MAN 152 Purchasing 3
MAN 290 Managing an Enterprise 3

Recommended Course Sequence - Fall Semester 1
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
HST 112 The West and the World II 3
MAN 101 Principles of Management 3
RMN 118 Workshop in Team Development and Managerial Communications 3

Recommended Course Sequence - Spring Semester 2
Program Elective 3
ACC 102 Principles of Accounting II 4
ECN 111 Principles of Economics-Macro 3
ENG 102 Composition II: Writing about Literature 3
MAR 101 Principles of Marketing 3

Recommended Course Sequence - Fall Semester 3
Program Elective 3
CIS 111 Introduction to Business Information Systems 3
Science Elective 3-4
MAR 114 Sales Principles 3
MAR 255 Advertising Principles 3

Recommended Course Sequence - Spring Semester 4
Program Elective 3
BUS 251 Business Law 3
MAR 253 Sales Management 3
BUS 253 Corporation Finance 3
Or
MAN 152 Purchasing 3

BUSINESS ADMINISTRATION TRANSFER

Degree offered
Associate in Arts in Business Administration Transfer

Credits required 65

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BT

Program Goals Statement

Students in this program complete the first two years of a baccalaureate program with a solid background in accounting, management, and marketing. Graduates transfer to senior colleges and universities and can take advantage of articulation agreements negotiated with four-year colleges and universities.

Program Information

- The transfer program is designed for students who plan to transfer to a four-year institution to complete their baccalaureate program.
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Recommendations

- Take MTH 131, ENG 101, and ACC 101 first to position yourself for the next course sequences.
- Students should take any required developmental courses in their first semester, followed by MTH 131 and ENG 101 during the second semester.

After BCC

- Recent graduates have transferred to Bridgewater State College, Bryant University, Rhode Island College, Roger Williams University, Simmons College, Stonehill College, and the University of Massachusetts.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111 Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112 Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111 The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112 The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131 Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251 Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252 Statistics for Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101 (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)</td>
<td></td>
</tr>
</tbody>
</table>

**Choose one of the following**

- COM 101 Fundamentals of Public Speaking | 3 |
- COM 114 Professional Speaking | 3 |

**Elective Courses**

- Lab Science Elective | 4 |
- Lab Science Elective | 4 |

Choose courses from Transfer Electives & Elective Recommendations

**Program Courses**

- ACC 101 Principles of Accounting I | 4 |
- ACC 102 Principles of Accounting II | 4 |
- MAN 101 Principles of Management | 3 |
- MAR 101 Principles of Marketing | 3 |

**Program Electives**

- Elective | 3 |
- Elective | 3 |
- Elective | 3 |

For Business electives, check transfer requirements and choose from BUS 251, BUS 253, BUS 155, CIS 111, CED, or up to 6 credits of Humanities or Behavioral and Social Science elective from the list of Business Administration transfer electives.

**MassTransfer A2B Courses**

The Business Administration Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Business A2B Program, the following Courses are required:

- CIS 111 Introduction to Business Information Systems | 3 |
- ACC 257 Managerial Accounting | 3 |

**Recommended Course Sequence - Fall Semester 1**

- ACC 101 Principles of Accounting I | 4 |
- CIS 111 Introduction to Business Information Systems | 3 |
- CSS 101 College Success Seminar | 1 |
- ECN 111 Principles of Economics-Macro | 3 |
- ENG 101 Composition I: Economics-Macro | 3 |
- MTH 131 Elements of College Mathematics | 3 |
**Recommended Course Sequence - Spring Semester 2**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>ACC 257</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
</tbody>
</table>

---

**CLINICAL LABORATORY SCIENCE**

**Degree offered**
Associate in Science in Clinical Laboratory Science

**Credits required 70**

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Debra St. George, Department Chair and Associate Professor of Clinical Laboratory Science, debra.stgeorge@bristolcc.edu

Program Code: CS

**Program Goal Statement**
Students completing the Clinical Laboratory Science (CLS) program curriculum are prepared to work in a modern clinical laboratory performing a wide range of laboratory procedures used in the detection, diagnosis, and treatment of disease and health maintenance. They develop academic and technical competence in the major areas of clinical laboratory practice—hematology, clinical chemistry, medical microbiology, and immunohematology.

Application review begins February 1.

**Program Information**
- Students develop academic knowledge, clinical skills, and professional behavior through classroom, lab, and clinical experiences.
- Clinical Laboratory Science program courses (MED) are offered during the day.

- Phlebotomy is a required component of the Clinical Laboratory Science program.
- Once enrolled in the Clinical Laboratory Science program, students are required to complete all courses in the required sequence of instruction in order to integrate theoretical and clinical education.
- Students may substitute BIO 233 and BIO 234 for BIO 154.

**Program Benchmarks**
- The BCC CLS three year average American Society for Clinical Pathology - Board of Certification (ASCP-BOC) certification pass rate is 100%.
- The three year average graduation rate for students who began the final half of the program is 100%.
- The three year average placement rate is 100%.

**Program Accreditation**
- The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 North River Road, Suite 720, Rosemont, IL 60018. Telephone 773-714-8800.
- Graduates are eligible to take the national certification examination offered by the American Society of Clinical Pathology Board of Certification (ASCP-BOC). The granting of the degree is not contingent upon passing an external certification or licensure examination.

**Prior To Admission**
- To be most successful, applicants must have completed math through high school algebra II, and high school level biology, and chemistry. (These courses may be taken at BCC before admission to the program.) Technological literacy is also important.
- Students are advised to complete two to four of the required general education courses, such as ENG 101, ENG 102, History awareness elective, PSY 101, MTH 119, and Humanities elective prior to program admission.
- Students must attend one mandatory health science admissions information session.

**After BCC**
- Many clinical laboratory technicians work in hospital laboratories; however, career opportunities are available in physician’s offices, HMOs, biotechnology, veterinary clinics and reference, industrial, environmental, and military laboratories. The CLS degree provides a foundation that allows graduates to pursue medical education, sales, and computer careers. Many graduates pursue advanced degrees in Medical Laboratory Science and other medical fields.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.
• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.Bristolcc.edu/transfer

Infused General Education Competencies
Ethical Dimensions, First-Year Experience, Multicultural Perspective, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses
BIO 154 Human Physiology 4
BIO 239 Elements of Microbiology 4
CHM 115 Health Science Chemistry I 4
CHM 116 Health Science Chemistry II 4
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
MTH 119 Fundamental Statistics 3
PSY 101 General Psychology 3

Elective Courses
See General Education Competency Courses (p. 485) for course listings
Historic Awareness Elective 3
Humanities Elective 3

Program Courses
MED 101 Introduction to Clinical Laboratory Science 3
MED 102 Urinalysis 3
MED 200 Hematology 5
MED 205 Immunology - Serology 4
MED 206 Medical Microbiology I 6
MED 215 Immunohematology 5
MED 216 Medical Microbiology II 4
MED 217 Clinical Biochemistry 6

Required Course Sequence - Fall Semester 1
MED 101 Introduction to Clinical Laboratory Science 3
CHM 115 Health Science Chemistry I 4
BIO 154 Human Physiology 4
MTH 119 Fundamental Statistics 3
ENG 101 Composition I: College Writing 3
Historic Awareness Elective 3

Required Course Sequence - Spring Semester 2
MED 102 Urinalysis 3
CHM 116 Health Science Chemistry II 4
BIO 239 Elements of Microbiology 4
ENG 102 Composition II: Writing about Literature 3

Required Course Sequence - Fall Semester 3
MED 205 Immunology - Serology 4
MED 206 Medical Microbiology I 6
MED 200 Hematology 5

Required Course Sequence - Spring Semester 4
MED 215 Immunohematology 5
MED 216 Medical Microbiology II 4
MED 217 Clinical Biochemistry 6

Special Requirements of the Program

Admission Requirements
The Clinical Laboratory Science program is a competitive program with selective admission requirements. A limited number of students are admitted. Meeting minimal requirements does not guarantee admission. Successful candidates have excelled in high school and/or college science and math courses.

Applicants must have completed the following criteria (all coursework with a grade of "C" or greater) to be considered for admission to the Clinical Laboratory Science Program. Pre-admission courses must completed prior to admission.
• High School Algebra II or college level Algebra
• Chemistry with laboratory (high school or college)
• Biology with laboratory (high school or college)
• Applicants applying directly from high school must demonstrate a GPA of 2.7 or higher.
• A GPA of 2.7 or higher is also required in the aforementioned pre-admission courses.

Applicants having earned a state-approved high school equivalency credential may alternatively meet these pre-admission criteria by earning a minimum of grade point average of 2.7 in the aforementioned pre-admission courses.

Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

Students are required to attend a Health Science Information Session.

Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission
Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. TB testing is required each year. Students must carry personal health insurance, professional liability insurance, and have current CPR certification (by the American Heart Association, Basic Life Support for Healthcare Providers (Basic Life Support for Healthcare Providers) or the American Red Cross (CPR/AED for Professional Rescuers and Healthcare Providers). Certification must be active through your last semester at Bristol Community College.

Upon admission to the CLS Program, all students must undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check, and a drug screen performed by a facility under contract with Bristol Community College. The fee for drug screening is paid by the student. A positive CORI, SORI and/or drug screen may prevent students from working in contracted health facilities, which will prevent students from completing the program objectives. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

Please be advised that although Massachusetts law permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

**Additional Costs**

Students accepted into the program are responsible for associated costs such as uniforms, books, name tags, safety supplies, transportation to and from clinical assignments, drug screen and certification exam application fees.

**Grade Requirements**

A minimum of "C" is required for BIO 154, BIO 239, CHM 115, CHM 116, and MTH 119 to provide the necessary foundation for MED courses. Students must pass all components of the MED courses (lecture and laboratory on campus and clinical practicum at the affiliate agency) with a minimum grade of “C.” Students who do not achieve the minimum grade of “C” in the on campus lecture and laboratory components will not be allowed to progress to the clinical practicum.

Students who fail to attain a grade of “C” in each of the MED course components (lecture and laboratory on campus and clinical practicum at the affiliate agency) will receive a course grade no higher than a “D.”

A student who fails to attain a minimum grade of “C” in the clinical practicum will receive a course grade no higher than a “D”.

A student who is dismissed from the clinical practicum or receives an unsatisfactory clinical grade due to unprofessional behavior will receive a course grade no higher than a "D".

A student who receives an unsatisfactory clinical grade due to negligent or unsafe practice will receive a final course grade of "F".

Failure to achieve the required grade in MED courses may result in dismissal from the program.

Students are eligible to reapply to the program one time only through the Admissions Office.

**Clinical Affiliations**

Placement in a clinical practicum is a full-time commitment and students should limit outside work obligations.

Transportation to clinical practicum sites is the responsibility of the students. Students should be prepared to travel an hour or more from campus. The availability of clinical practicums depends on the area healthcare providers’ ability to accept students.

In some cases, practicums may be completed beyond the semester schedule. All related practicums must be completed within six months of completing the lecture/laboratory component of MED course. Students who exceed this time limit must demonstrate that they have maintained competency prior to placement.

**Essential Functions**

The Clinical Laboratory Science program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional Clinical Laboratory Technician.

In order to meet the course requirements, students must possess the following basic abilities:

- Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
• Physical ability, sufficient mobility, and motor coordination to safely collect and process patient specimens and perform laboratory testing procedures using a microscope, computer and various types of diagnostic instruments.

• Visual acuity sufficient to read and interpret test procedures, physician orders and test results, monitor instrument function, focus a microscope and differentiate colors.

• Hearing ability sufficient to respond to messages and requests from instructors, patients, physicians, and staff and to respond to equipment signals.

• Communication skills sufficient to allow for communication with instructors, staff, patients and physicians.

• Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians; respect patient confidentiality; use reasonable judgment; and accept responsibility for their actions.

COMMUNICATION TRANSFER

Degree offered
Associate in Arts in Communication

Credits required 61/63

Dean/p>
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Joyce Fernandes, Coordinator and Professor of Communication, joyce.fernandes@bristolcc.edu

Program Code: CO

Program Goals Statement
Students explore the fundamentals of human communication in theory and practice, analyze the historic and contemporary role of mass media and emerging new media in an increasingly diverse society, develop communication skills, and prepare to transfer to a four-year college or university communication program.

Program Information
• Based on advising and assessment of individual needs and direction, students may select a cluster of communication-related courses and gain practical experience through field-based learning in an area related to mass communication, organizational communication, or public communication.

After BCC
• Qualified Communication students transfer to four-year schools and may choose from among a variety of careers to pursue that are related to the communication field.

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Choose one Behavioral/Social Science from the following in addition to the Free Elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
<tr>
<td>HST 116</td>
<td>American Foreign Policy-1898 to the Present</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 258</td>
<td>Topics in Sociology</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVE</td>
<td>Free Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Must take one free elective

Choose 4 courses from Transfer Electives and Elective Recommendations

See Transfer Electives and Elective Recommendations for course listings

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>
Science Elective 3-4

**Program Courses**
- COM 106 Introduction to Communication and College Success 3
- COM 111 Mass Communication 3
- COM 112 News Writing and Reporting 3
- COM 241 Public Relations 3

COM 106: Take first, before other COM courses

**Program Electives – Choose one from the following**
- COM 157 Television Production 3
- COM 159 Video Field Production and Editing 3
- CIS 110 Basic Computing Skills 3
- CIS 111 Introduction to Business Information Systems 3
- CIS 122 Internet Developer 3

**Program Electives - Choose three, according to transfer requirement or career goal, from among**
- COM 113 Interpersonal Speech 3
- COM 114 Professional Speaking 3
- COM 120 Argumentation and Debate 3
- COM 157 Television Production 3
- COM 159 Video Field Production and Editing 3
- COM 160 Intercultural Communication 3
- COM 241 Public Relations 3
- ART 240 Introduction to Visual Communication 3
- ECN 111 Principles of Economics-Macro 3
- ECN 112 Principles of Economics-Micro 3
- ENG 230 Film 3
- THE 121 Voice Production 3
- CED 210 Cooperative Work Experience 3
- MAR 101 Principles of Marketing 3
- MAR 255 Advertising Principles 3

COM 260 is an optional program elective

**MassTransfer A2B Courses**
The Communication Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/mass transfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Communication A2B Program, the following **Foundational Courses** are required:
- ENG 230 Film 3
- COM 113 Interpersonal Speech 3

**Recommended Course Sequence - Fall Semester 1**
- Behavioral/Social Science Elective 3
- COM 106 Introduction to Communication and College Success 3
- ENG 101 Composition I: College Writing 3
- HST 111 The West and the World I 3
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3

**Recommended Course Sequence - Spring Semester 2**
- Lab Science Elective 4
- COM 101 Fundamentals of Public Speaking 3
- COM 111 Mass Communication 3
- ENG 102 Composition II: Writing about Literature 3
- HST 112 The West and the World II 3

**Recommended Course Sequence - Fall Semester 3**
- Behavioral/Social Science Elective 3
- Lab Science Elective 4
- COM 112 News Writing and Reporting 3
- Communications Elective 3

**Recommended Course Sequence - Spring Semester 4**
- Behavioral/Social Science Elective 3
- COM 241 Public Relations 3
- Free Elective 3
- Program Elective 3
- Program Elective 3
- Program Elective 3

**Modality**

**Online Communication Courses:**
- COM 101: Fall, Spring, Summer
- COM 106: Spring, Summer
- COM 111: Fall
- COM 112: Spring
- COM 113: Summer
- COM 241: Fall

**Face-to-Face Communications Courses**
- COM 101: Fall, Spring, Summer
- COM 106: Fall
- COM 111: Spring
- COM 112: Fall
- COM 113: Fall, Spring
- COM 114: Fall, Spring
- COM 157: Fall
- COM 159: Spring
- COM 160: Fall, Spring, Summer
- COM 212: Fall, Spring
- COM 241: Spring, Summer
Computer Information Systems

BUSINESS INFORMATION SYSTEMS

CAREER

Degree offered
Associate in Science in Computer Information Systems (Business Information Systems Concentration)

Credits required 60/66

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIM

Program Goals Statement
Students will be prepared to work in the Information Technology field in a wide variety of support roles.

Students develop basic skills in a wide range of areas including application development and use, web development, databases, operating systems and analysis and design. This broad range of topics prepares them for jobs in small business and for support careers.

Program information

- Students who elect to take EGR 133 in combination with CIS 121 and CIS 160 are prepared to take the A+ Certification examination, the recognized industry standard for computer service technicians.

- The optional Cooperative Education program places students in computer-related positions, where they can earn course credit, wages, and experience.

- Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Elective Recommendations

- See Transfer Electives and Elective Recommendations, specifically the CIS plans.

After BCC

- Recent graduates are in high demand and have moved into various types of employment, including positions such as help desk technician, office specialist, computer sales, or consultant. Some have started their own businesses. Frequently, they serve as the computer person in a small company.

Infused General Education Competencies

Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses
- BUS 115 Fundamentals of an Enterprise 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3

Choose one of the following
- ACC 101 Principles of Accounting I 4
- ACC 150 Small Business Financial Software 3

Choose one of the following
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

Choose one of the following
- HST 111 The West and the World I 3
- HST 112 The West and the World II 3
- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3

History choice impacts other competencies. See Transfer Electives and Elective Recommendations for CIS (p. 32) plans.

Choose one of the following
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3
- MTH 131 Elements of College Mathematics 3

Elective Courses
- Ethical Dimensions Elective 0-3
- Global Awareness Elective 0-3
- Multicultural Perspective Elective 0-3
- Science Elective 3-4
- Social Phenomenon Elective 3

Choose courses from Transfer Electives and Elective Recommendations for CIS (p. 32) plans.

Program Courses
- CIS 112 Advanced Business Information Systems 3
- CIS 120 Programming: Logic, Design and Implementation 3
- CIS 121 Operating Systems 3
- CIS 122 Internet Developer 3
- CIS 160 The Microcomputer Environment 3
- CIS 270 Systems Analysis and Design Seminar 3
- CIT 102 Security Awareness 1
- CIT 131 Business Creativity 3

Take CIS 111 if skills are needed prior to CIS 112.
Choose one of the following
- ACC-MAN or MAR Elective 3-4
- CED 210 Cooperative Work Experience 3
- EGR 133 Computer Configuration and Repair 4
- CIS/CIT Elective 3

Choose a CIS/CIT elective from the following
- CIS 111 Introduction to Business Information Systems 3
- CIS 123 Object-Oriented Concepts 3
- CIS 131 Windows Server Administration I 3
- CIS 132 Introduction to UNIX/Linux and Shell Programming 3
- CIS 148 Programming in C# 3
- CIS 161 Database Design 3
- CIS 162 Applications for Web Development 3
- CIS 150 Oracle and SQL 3
- CIT 136 Web Development for Mobile Devices 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3

Choose one of the following
- CIS 105 Hardware Fundamentals 1
- EGR 133 Computer Configuration and Repair 4

Choose one of the following
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3

Choose one of the following
- CIS 132 Introduction to UNIX/Linux and Shell Programming 3
- CIS 156 Visual Basic 3
- CIS 162 Applications for Web Development 3
- CIT 136 Web Development for Mobile Devices 3

Recommended Course Sequence - Fall Semester 1
- CIS 112 Advanced Business Information Systems 3
- CIS 120 Programming: Logic, Design and Implementation 3
- ENG 101 Composition I: College Writing History Elective 3
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3
- MTH 131 Elements of College Mathematics 3

Recommended Course Sequence - Spring Semester 2
- CIS 121 Operating Systems 3
- CIS 122 Internet Developer 3
- CIT 102 Security Awareness 1
- CIT 131 Business Creativity 3
- ENG 102 Composition II: Writing about Literature 3
- ACC 101 Principles of Accounting I 4
- ACC 150 Small Business Financial Software 3

Recommended Course Sequence - Fall Semester 3
- BUS 115 Fundamentals of an Enterprise 1
- CIS 160 The Microcomputer Environment 3
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

Recommended Course Sequence - Spring Semester 4
- CIS 270 Systems Analysis and Design Seminar 3
- CIS 160 The Microcomputer Environment 3
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

Recommended Course Sequence - Fall Semester 1
- CIS 112 Advanced Business Information Systems 3
- CIS 120 Programming: Logic, Design and Implementation 3
- ENG 101 Composition I: College Writing History Elective 3
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3
- MTH 131 Elements of College Mathematics 3

Recommended Course Sequence - Spring Semester 2
- CIS 121 Operating Systems 3
- CIS 122 Internet Developer 3
- CIT 102 Security Awareness 1
- CIT 131 Business Creativity 3
- ENG 102 Composition II: Writing about Literature 3
- ACC 101 Principles of Accounting I 4
- ACC 150 Small Business Financial Software 3

Recommended Course Sequence - Fall Semester 3
- BUS 115 Fundamentals of an Enterprise 1
- CIS 160 The Microcomputer Environment 3
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

Recommended Course Sequence - Spring Semester 4
- CIS 270 Systems Analysis and Design Seminar 3
- CIS 160 The Microcomputer Environment 3
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

**COMPUTER NETWORKING CAREER**

**Degree offered**

Associate in Science in Computer Information Systems (Computer Networking Concentration)

**Credits required 63/64**

Dean

William Berardi, william.berardi@bristolcc.edu

Program contact
Program Goals Statement

Students will be prepared for entry-level computer network technician positions in the IT field. They will know how to install, configure, secure, troubleshoot and administer network systems comprised of users, shared resources, and network elements in local and Internet-based environments.

Program information

- Program prepares students for industry certifications and develops the high proficiency skills needed to plan, implement and troubleshoot networking environments.
- Students may be required to obtain and use specific hardware, operating systems, or applications.
- Note: Adding the security certificate will increase skills in preparation for the security issues in today's world.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Elective Recommendations

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

After BCC

- Recent graduates hold positions as a network and telecommunications architecture manager, associate systems engineer, network administrator, help desk technician, support services representative, computer systems engineer, senior information technologist, technical director and consultant.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
</tr>
</tbody>
</table>

Choose one of the following Communication Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
</tr>
</tbody>
</table>

Choose one of the following History Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
</tr>
</tbody>
</table>

General Education Electives

<table>
<thead>
<tr>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical Dimensions Elective</td>
</tr>
<tr>
<td>Global Awareness Elective</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
</tr>
<tr>
<td>Science Elective</td>
</tr>
<tr>
<td>Social Phenomenon Elective</td>
</tr>
</tbody>
</table>

Choose electives from Transfer Electives and Elective Recommendations

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
</tr>
<tr>
<td>CIS 231</td>
<td>Windows Server Administration II</td>
</tr>
<tr>
<td>CIS 232</td>
<td>Unix/Linux System Administration II</td>
</tr>
<tr>
<td>CIS 233</td>
<td>Routing and Router Configuration</td>
</tr>
<tr>
<td>CIS 271</td>
<td>Network Installation and Configuration Seminar</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
</tr>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 231</td>
<td>Windows Server Administration II</td>
<td>3</td>
</tr>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
<tr>
<td>CSM 233</td>
<td>Routing and Router Configuration</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 232</td>
<td>Unix/Linux System Administration II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 271</td>
<td>Network Installation and Configuration Seminar</td>
<td>4</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Communications Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>General Education Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

COMPUTER PROGRAMMING AND WEB DEVELOPMENT CAREER

Degree offered

Associate in Science in Computer Information Systems (Computer Programming and Web Development Concentration)

Credits required 63/66

Dean

William Berardi, william.berardi@bristolcc.edu

Program contact

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI

Concentration Code: CPW

Program Goals Statement

Students will be prepared for entry-level programming in business and industry including the option of focusing on web development. They will develop the skills to analyze problems and develop computerized solutions using multiple programming and/or web development options. They will develop the knowledge to work with data analysis and develop and maintain effective programs and/or websites.

Program information

- Students have access to outstanding state-of-the-art technology and learn from faculty in touch with the needs of industry, both locally and nationally. Courses are constantly evolving to reflect current trends.

- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

- This concentration can be taken online.

Elective Recommendations

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

After BCC

- Programming Track: Recent graduates have successfully started their own businesses or gone to work as programmers, programmer analysts, systems administrators, systems analysts, software developers, technicians, and consultants.

- Web Track: Students graduating from this track will be prepared to develop and maintain web sites. Students either join a web development firm or do consulting.

Infused General Education Competencies

Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following History Electives

Choose one of the following Communication Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following Math Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

General Education Elective Courses

<table>
<thead>
<tr>
<th>Elective</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical Dimensions Elective</td>
<td>0-3</td>
</tr>
<tr>
<td>Global Awareness Elective</td>
<td>0-3</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
<td>0-3</td>
</tr>
<tr>
<td>Social Phenomenon Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives and Elective Recommendations (p. 32)
Program Courses
CIS 105 Hardware Fundamentals 1
CIS 120 Programming: Logic, Design and Implementation 3
CIS 121 Operating Systems 3
CIS 150 Oracle and SQL 3
CIS 272 Program Development Seminar 3
CIT 102 Security Awareness 1

Programming Track - Language Sequence Electives - Choose two of the following sequences
CIS 155 Introduction to C++ Programming 3
CIS 156 Visual Basic 3
CIS 255 Advanced Visual Basic 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 257 Object-Oriented JAVA Programming II 4
CIS 159 MySQL and PHP 3
CIS 258 Advanced Interactive Programming 3
CIS 122 Internet Developer 3
CIS 250 Interactive Websites 3

Note: Programming students cannot take CIS 155/CIS 255 and CIS 157/CIS 257 as their two sequences and cannot take CIS 159/CIS 258 and CIS 122/CIS 250 as their two sequences.

Programming Track CIS/CIT Electives - Choose five
CIS 122 Internet Developer 3
CIS 123 Object-Oriented Concepts 3
CIS 131 Windows Server Administration I 3
CIS 132 Introduction to UNIX/Linux and Shell Programming 3
CIS 148 Programming in C# 3
CIS 155 Introduction to C++ Programming 3
CIS 156 Visual Basic 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 159 MySQL and PHP 3
CIS 250 Interactive Websites 3
CIS 255 Advanced Visual Basic 3
CIS 257 Object-Oriented JAVA Programming II 4
CIS 258 Advanced Interactive Programming 3
CIT 136 Web Development for Mobile Devices 3
CIT 143 Programming for Game Developers I 3

CIT 242 Programming for Game Developers II 3

Note: CIT 143 and/or CIT 242 cannot be taken if C++ courses CIS 155 and/or CIS 255 have been taken.

Web Track - Language Sequence
CIS 159 MySQL and PHP 3
CIS 258 Advanced Interactive Programming And
CIS 122 Internet Developer 3
CIS 250 Interactive Websites 3

Web Track CIS/CIT Electives - Choose three
CIS 123 Object-Oriented Concepts 3
CIS 128 Introduction to Digital Audio Recording 3
CIS 131 Windows Server Administration I 3
CIS 132 Introduction to UNIX/Linux and Shell Programming 3
CIS 148 Programming in C# 3
CIS 155 Introduction to C++ Programming 3
CIS 156 Visual Basic 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 162 Applications for Web Development 3
CIS 255 C++ Object Oriented Programming 3
CIS 256 Advanced Visual Basic 3
CIS 257 Object-Oriented JAVA Programming II 4
CIT 134 Social Media and the Web 3
CIT 136 Web Development for Mobile Devices 3
CIT 143 Programming for Game Developers I 3
CIT 242 Programming for Game Developers II 3

Recommended Course Sequence - Fall Semester 1
CIS 105 Hardware Fundamentals 1
CIS 120 Programming: Logic, Design and Implementation 3
CIS 121 Operating Systems 3
ENG 101 Composition I: College Writing Mathematics Elective 3

Programming Track
CIS/CIT Elective 3

Web Track
CIS 122 Internet Developer 3

Recommended Course Sequence - Spring Semester 2
BUS 115 Fundamentals of an Enterprise 1
ENG 102 Composition II: Writing about Literature 3
COM 101 Fundamentals of Public Speaking Or
### CYBER SECURITY AND DIGITAL FORENSICS

#### Degree offered
Associate in Science in Computer Information Systems (Cyber Security and Digital Forensics Concentration)

#### Credits required 65/66

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise 1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature 3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics Science Elective 3-4</td>
</tr>
</tbody>
</table>

#### Choose one of the following

| COM 101         | Fundamentals of Public Speaking 3 |
| COM 114         | Professional Speaking 3 |

| SOC 101         | Principles of Sociology 3 |
| SOC 212         | The Sociology of Social Problems 3 |

#### Choose one of the following

| HST 113         | United States History to 1877 3 |
| HST 114         | United States History from 1877 3 |

#### Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
</tbody>
</table>

Students will be prepared for critical roles in developing solutions to security problems which are a continually changing and evolving issue for businesses. Students will master theoretical concepts of information security and the methodologies to apply learning to practical problem-solving and prevention. Students will learn computer forensics skills and will be able to conduct analysis of computer and/or network equipment and related data files.

**Program information**

Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**Note:** Students may be required to obtain and use specific hardware, operating systems, or applications.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

**After BCC**

- This program prepares students for high-demand roles to protect critical functions in all types of enterprises.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

**Infused General Education Competencies**

Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

#### General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

#### Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>Title</td>
<td>Credits</td>
</tr>
<tr>
<td>--------</td>
<td>-----------------</td>
<td>---------</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 250</td>
<td>Cyber Defense and Firewall Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 251</td>
<td>Operating Systems Vulnerability Management &amp; Risk</td>
<td>3</td>
</tr>
<tr>
<td>CIT 252</td>
<td>Critical Security Controls</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 250</td>
<td>Cyber Defense and Firewall Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 251</td>
<td>Operating Systems Vulnerability Management &amp; Risk</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 252</td>
<td>Critical Security Controls</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**GAME DEVELOPMENT - GAME CREATION CAREER**

**Degree offered**

Associate in Science in Computer Information Systems (Game Development-Creation Concentration)

**Credits required 63/64**

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 250</td>
<td>Cyber Defense and Firewall Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 251</td>
<td>Operating Systems Vulnerability Management &amp; Risk</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 252</td>
<td>Critical Security Controls</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Goals Statement**

The program prepares students for entry into the video game industry. It offers those who want to combine a love of games, fun, and competition with the development of serious computer skills and prepare for a rapidly expanding career field. In the last two semesters of the program, coursework mimics industry development as students work in teams to propose and develop a game for distribution. This program is for the students interested in the overall creation and packaging of games.

**Program contact**

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code:** CI

**Concentration Code:** CIGC

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

**After BCC**

BCC has established partnerships with several computer game developers. Students have been given the opportunity to do internships and paid work.

**Infused General Education Competencies**

Technical Literacy, First Year Experience
DEGREE REQUIREMENTS

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3

Choose one of the following
HST 111 The West and the World I 3
HST 112 The West and the World II 3
HST 113 United States History to 1877 3
HST 114 United States History from 1877 3
HST 115 Twentieth Century Social History-1877 to the Present 3
HST 116 American Foreign Policy-1898 to the Present 3

General Courses
BUS 115 Fundamentals of an Enterprise 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
MTH 152 College Algebra 3

Choose one of the following
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3

Elective Courses
Multicultural Perspective Elective 0-3
Science Elective 3-4

Choose course from Transfer Electives and Elective Recommendations

Core Courses
CIS 120 Programming: Logic, Design and Implementation 3
CIT 140 Electronic Game Development I 3
CIT 141 Visual Concepts for Game Designers 3
CIT 142 Computer Game Level Building 3
CIT 143 Programming for Game Developers I 3
CIT 247 Pre-Production Game Development 3
CIT 276 Game Production 4

Concentration Courses
CIT 240 Modding I 3
CIT 241 Electronic Game Development II 3
CIT 243 Game and Sound Production 3
CIT 245 Game Design on Paper 3
CIT 246 Modding II 3
CIT 262 Advanced Game Analysis 3

Recommended Course Sequence - Fall Semester 1
CIS 120 Programming: Logic, Design and Implementation 3
CIT 140 Electronic Game Development I 3
CIT 141 Visual Concepts for Game Designers 3

CIT 142 Computer Game Level Building 3
ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Spring Semester 2
BUS 115 Fundamentals of an Enterprise 1
CIT 143 Programming for Game Developers I 3
CIT 240 Modding I 3
CIT 241 Electronic Game Development II 3
ENG 102 Composition II: Writing about Literature 3
MTH 152 College Algebra 3

Recommended Course Sequence - Fall Semester 3
CIT 245 Game Design on Paper 3
CIT 246 Modding II 3
CIT 247 Pre-Production Game Development 3
COM 101 Fundamentals of Public Speaking 3
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3

Recommended Course Sequence - Spring Semester 4
AMC/HST Elective 3
CIT 243 Game and Sound Production 3
CIT 262 Advanced Game Analysis 3
CIT 276 Game Production 4

ELECTIVE RECOMMENDATIONS CIS

To meet the General Education competency electives, consider:

Applies to the following degree program:
Business Information System
Computer Networking
Computer Programming
Computer Security
Multimedia and Internet
Webmaster

Plan A
HST 114 will meet Historical Awareness, Multicultural Perspective, and Ethical Dimensions. HST 111 or HST 112 or ART 105 or ART 106 or SOC 101 or SOC 112 or SOC 252 will meet Social Phenomenon and Global Awareness.

Plan B
HST 111 or HST 112 will meet Historical Awareness and Global Awareness. SOC 256 will meet Social Phenomenon, Multicultural Perspective, and Ethical Dimensions.
Applies to the following degree program:

**Computer Information Systems**

**Plan A**

HST 114 will meet Historical Awareness, Multicultural Perspective, and Ethical Dimensions. HST 111 or HST 112 or ART 105 or ART 106 or SOC 101 or SOC 112 or SOC 252 will meet Social Phenomenon and Global Awareness.

**Plan B**

HST 111 or HST 112 will meet Historical Awareness and Global Awareness. SOC 256 will meet Multicultural Perspective and Ethical Dimensions.

Applies to the following degree program:

**Computer Forensics**

HST 114 will meet Historical Awareness, Multicultural Perspective, and Ethical Dimensions.

**Computer Information Systems Transfer**

**COMPUTER INFORMATION SYSTEMS TRANSFER/COMPUTER SCIENCE TRANSFER**

**Degree offered**

Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

**Credits required 73**

Dean

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code: CI**

**Concentration Code: CIX**

**Program Goals Statement**

The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

**Program information**

- The first two years of a degree in Computer Science can be done within this option at BCC.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Recommendations**

- Students should talk with the Transfer office for information about colleges.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

**After BCC**

- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Oral Communication, Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Choose one of the following</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121 Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113 Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211 General Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

**General Courses**

| ECN 112 Principles of Economics-Micro | 3 |
| ENG 101 Composition I: College Writing | 3 |
| ENG 102 Composition II: Writing about Literature | 3 |
| ENG 215 Technical Writing | 3 |
| MTH 214 Calculus I | 4 |
| MTH 215 Calculus II | 4 |
| MTH 243 Discrete Structures I | 3 |
| MTH 244 Discrete Structures II | 3 |

<table>
<thead>
<tr>
<th>Choose one of the following</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 122 Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114 Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>
PHY 212  General Physics II  4

**Choose one two-course sequence**

HST 111  The West and the World I  3  
And  
HST 112  The West and the World II  3  
Or  
HST 113  United States History to 1877  3  
And  
HST 114  United States History from 1877  3  

**Elective Courses**

Ethical Dimensions Elective  0-3  
Global Awareness Elective  0-3  
Humanities Elective  3  
Multicultural Perspective Elective  0-3

Choose courses from Transfer Electives and Elective Recommendations

**Program Courses**

CIS 123  Object-Oriented Concepts  3  
CIS 157  Object-Oriented JAVA Programming I  4  
CIS 158  Introduction to Procedural Programming  4  
CIS 257  Object-Oriented JAVA Programming II  4  
CIS 260  Software Specification and Design  4  
CIS 261  Introduction to Computer Systems  4  
CIS 262  Computer Organization and Design  4

**MassTransfer A2B Courses**

The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

**Recommended Course Sequence - Fall Semester 1**

CIS 123  Object-Oriented Concepts  3  
CIS 157  Object-Oriented JAVA Programming I  4  
ENG 101  Composition I: College Writing  3  
MTH 214  Calculus I  4  
HST 111  The West and the World I  3  
Or  
HST 113  United States History to 1877  3  

**Recommended Course Sequence - Spring Semester 2**

CIS 257  Object-Oriented JAVA Programming II  4  
ECN 112  Principles of Economics-Micro  3  

ENG 102  Composition II: Writing about Literature  3  
MTH 215  Calculus II  4  
HST 112  The West and the World II  3  
Or  
HST 114  United States History from 1877  3  

**Recommended Course Sequence - Fall Semester 3**

CIS 158  Introduction to Procedural Programming  4  
CIS 261  Introduction to Computer Systems  4  
ENG 215  Technical Writing  3  
MTH 243  Discrete Structures I  3  
BIO 121  Fundamentals of Biological Science I  4  
Or  
CHM 113  Fundamentals of Chemistry I  4  
Or  
PHY 211  General Physics I  4

**Recommended Course Sequence - Spring Semester 4**

CIS 260  Software Specification and Design  4  
CIS 262  Computer Organization and Design  4  
Humanities Elective  3  
MTH 244  Discrete Structures II  3  
CHM 114  Fundamentals of Chemistry II  4  
Or  
PHY 212  General Physics II  4

**COMPUTER INFORMATION SYSTEMS TRANSFER/INFORMATION SYSTEMS TRANSFER**

**Degree offered**

Associate in Science in Computer Information Systems Transfer (Information Systems Transfer Concentration)

**Credits required 64/72**

Dean  
William Berardi, william.berardi@bristolcc.edu

Program contact  
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI  
Concentration Code: CIT

**Program Goals Statement**

Students have the flexibility to individualize this transfer program to meet the requirements of many four-year colleges and universities.

**Program information**
• BCC offers many technical courses frequently not available at four-year institutions.

• Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Recommendations**

• Students should consider CIS 111 as their first course unless they have previous computer experience or took computer courses in high school. CIS 111 may be a good transfer course.

**Elective Recommendations**

• See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

**After BCC**

• Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, and University of Massachusetts Dartmouth.

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Technical Literacy, First Year Experience if the student elects to take CIS 120

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose two of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 132</td>
<td>Calculus with Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

MTH 251 can be substituted for MTH 132.

**Take courses that transfer to the college of your choice or which develop technical skills**

**ELECTIVE Free**

**Choose the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 158</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Program Electives - choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Program Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS/CIT Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: CIS 120 covers the first year experience - if you do not elect to take CIS 120, you will need to take another course to fulfill the first year experience criteria.
Or one of the following
- CIS 156 Visual Basic 3
- CIS 155 Introduction to C++ Programming 3
- CIS 255 C++ Object Oriented Programming 3
- CIS 256 Advanced Visual Basic 3
- CIS 157 Object-Oriented JAVA Programming I 4
- CIS 257 Object-Oriented JAVA Programming II 4

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantitative and Symbolic Reasoning Elective</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>CIS/CIT Elective</td>
<td>3</td>
</tr>
<tr>
<td>History Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantitative and Symbolic Reasoning Elective</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>History Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free Elective</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 263</td>
<td>Information Systems Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CIS/CIT Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Free Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Free Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

**CRIMINAL JUSTICE CAREER**

**Degree offered**

Associate in Science in Criminal Justice

**Credits required 61/62**

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Santopadre, Coordinator and Assistant Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

Program Code: CJ

Program Goals Statement

This program provides students with a strong foundation in the operation of our Criminal Justice System. Students earning this degree will immediately be ready for a variety of careers within our system of justice as law enforcement officers, court officers, court advocates, or child protective investigators. Students will receive a diverse interdisciplinary education that will allow them to pursue a baccalaureate degree in Criminal Justice. Articulation agreements ensure transfer to many four-year private colleges and universities.

**Program Information**

- All courses in the Criminal Justice Program may be completed at the Fall River, New Bedford, or Attleboro campuses, and many are also offered at the Taunton Center.
- Faculty members represent all of the major fields in the Criminal Justice System and students benefit from their years of formal study and professional experience.
- Academic and transfer advisors assist students in selecting courses to fulfill both program and general education requirements to ensure a smooth transfer to four-year colleges and universities if a baccalaureate degree is pursued.

**After BCC**

- Graduates ware qualified to seek immediate employment as state and local police officers, corrections officers, private security agents, court advocates, and juvenile residence counselors.
- Students are also prepared to continue their education and complete a baccalaureate program in Criminal Justice.

- Graduate have successfully transferred to Bridgewater State University, the University of Massachusetts at
Infused General Education Competencies

Technical Literacy

**DEGREE REQUIREMENTS**

**General Education courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
</tbody>
</table>

**Science Elective**

Choose one two-course History sequence

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - Choose three**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 115</td>
<td>Report Writing and Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 221</td>
<td>Juvenile Offenders</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 256</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 245</td>
<td>Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 258</td>
<td>Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 259</td>
<td>Introduction to Criminalistics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 245</td>
<td>Corrections</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 258</td>
<td>Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 259</td>
<td>Introduction to Criminalistics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
</tbody>
</table>

**CRIMINAL JUSTICE TRANSFER**

**Degree offered**

Associate in Science in Criminal Justice Transfer

**Credits required 62/63**

**Dean**

Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**

Nancy Santopadre, Coordinator and Associate Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

**Program Code: CJT**

**Program Goals Statement**

This program provides students with a strong foundation in the operation of our Criminal Justice System. Students will receive a diverse interdisciplinary education that will allow them to pursue a baccalaureate degree in Criminal Justice. Articulation agreements ensure transfer to many four-year colleges and universities. Graduates may also qualify for the Massachusetts Transfer Program that guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

**Program Information**
• All courses in the Criminal Justice program may be completed at the Fall River, New Bedford, or Attleboro campuses, and many are also offered at the Taunton Center.

• Faculty members represent all of the major fields in the Criminal Justice System and students benefit from their years of formal study and professional experience.

• Academic and transfer advisors assist students in selecting courses to fulfill both program and general education requirements to ensure a smooth transfer to four-year colleges and universities.

• This program qualifies as a Massachusetts Transfer Program, which guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

After BCC

• Students often continue their education and complete a baccalaureate program in Criminal Justice.

• Graduates have successfully transferred to Bridgewater State University, the University of Massachusetts Dartmouth, the University of Massachusetts Lowell, Northeastern University, Johnson and Wales University, Roger Williams University, and Salve Regina University.

• Alumni are employed as state and local police officers, corrections officers, attorneys, probation officers, college instructors, managers in private security agencies, social workers, and drug rehabilitation counselors.

Infused General Education Competencies

Technical Literacy

DEGREE REQUIREMENTS

General Education courses
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
SOC 101  Principles of Sociology  3
PSY 101  General Psychology  3
COM 101  Fundamentals of Public Speaking  3
GVT 251  State and Local Government  3
Lab Science Elective  4
Science Elective  3-4

Choose one two-course History sequence
HST 111  The West and the World I  3
And
HST 112  The West and the World II  3
Or
HST 113  United States History to 1877  3

And
HST 114  United States History from 1877  3

Choose one of the following
MTH 119  Fundamental Statistics  3
MTH 125  Modern College Mathematics  3

Program Courses
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
CRJ 219  Police and Society  3
CRJ 245  Corrections  3
CRJ 251  Criminology  3
CRJ 258  Criminal Procedure  3
CRJ 259  Introduction to Criminalistics  3

Program Electives - Choose two of the following
CRJ 221  Juvenile Offenders  3
CRJ 256  Criminal Investigation  3
SOC 256  Race Relations  3
CED 210  Cooperative Work Experience  3

MassTransfer A2B Courses

The Criminal Justice Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Criminal Justice Transfer Program contains all courses required to complete the Criminal Justice A2B Program.

Recommended Course Sequence - Fall Semester 1
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
SOC 101  Principles of Sociology  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3

Recommended Course Sequence - Spring Semester 2
CRJ 245  Corrections  3
Program Elective  3
ENG 102  Composition II: Writing about Literature  3
HST 112  The West and the World II  3
Or
HST 114  United States History from 1877  3
MTH 119  Fundamental Statistics  3
Or
MTH 125  Modern College Mathematics  3

Recommended Course Sequence - Fall Semester 3
CRJ 219  Police and Society  3
CRJ 251  Criminology  3
CRJ 258  Criminal Procedure  3
PSY 101  General Psychology  3
Lab Science Elective  4

Recommended Course Sequence - Spring Semester  4
Program Elective  3
CRJ 259  Introduction to Criminalistics  3
COM 101  Fundamentals of Public Speaking  3
GVT 251  State and Local Government  3
Science Elective  3-4

Culinary Arts

CULINARY ARTS/BAKING AND PASTRY
CAREER

Degree offered
Associate in Applied Science in Culinary Arts (Baking and Pastry)

Credits required 61

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Gloria Cabral, Acting Coordinator of Culinary Arts and Baking & Pastry Arts, gloria.cabral@bristolcc.edu

Program Code: CUB

Program Goals Statement
The Baking and Pastry Arts concentration in the Culinary Arts program provides the student with the opportunity to develop practical skills and theoretical knowledge to work in the foodservice/hospitality fields as pastry and bakery personnel in a variety of entry level and advanced positions.

Program Information
• Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admission, More Information).
• Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
• Students requiring developmental courses in math, reading, or English must complete those courses prior to enrolling in any culinary lab courses.
• Culinary Arts programs are exempt from meeting General Education Competencies due to the requirements of the Associate in Applied Science degree.

Additional Costs
• Students are responsible for the costs of their uniforms, kitchen and bakeshop tools, and texts.

Essential Functions
• Working in a kitchen environment where the temperature can exceed ambient temperature.
• Lifting and moving heavy weight (such as wait-trays, small equipment, and institutional size supplies - 25-50 lbs.)
• Sufficient communication skills to allow for successful interaction between the students and the public.
• Sufficient mobility and motor coordination to complete assigned tasks in the kitchen and dining room in a safe, efficient manner according to acceptable industry standards.
• Ability to learn and apply the body of knowledge necessary to meet the program curriculum and successfully enter the foodservice profession.

Special Requirements
• To successfully complete the program, students should have their own transportation and should limit outside work commitments. Students must be available to work at required Culinary Arts functions.

After BCC
• Graduates can work in the bakeshops of a wide variety of establishments from small local restaurants to large international organizations and can also transfer for further study to four-year colleges including Johnson and Wales University, Paul Smith's College and Newbury College.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 140 Nutrition for Culinarians</td>
<td>3</td>
</tr>
<tr>
<td>CIS 113 Hospitality Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 226 Food in History</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252 The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 115 Culinary Math</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119 Fundamental Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>
### Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 100</td>
<td>Introduction to College/Culinary Experience</td>
<td>3</td>
</tr>
<tr>
<td>CUL 102</td>
<td>Culinary Art</td>
<td>1</td>
</tr>
<tr>
<td>CUL 103</td>
<td>Culinary Photography</td>
<td>1</td>
</tr>
<tr>
<td>CUL 104</td>
<td>Culinary Ice Carving</td>
<td>1</td>
</tr>
<tr>
<td>CUL 140</td>
<td>Sanitation for Culinarians</td>
<td>2</td>
</tr>
<tr>
<td>CUL 151</td>
<td>Essentials of Baking I</td>
<td>2</td>
</tr>
<tr>
<td>CUL 152</td>
<td>Essentials of Baking II</td>
<td>4</td>
</tr>
<tr>
<td>CUL 153</td>
<td>Baking Technologies</td>
<td>3</td>
</tr>
<tr>
<td>CUL 154</td>
<td>Introduction to Showpieces and Displays</td>
<td>3</td>
</tr>
<tr>
<td>CUL 240</td>
<td>Purchasing for Culinarians</td>
<td>2</td>
</tr>
<tr>
<td>CUL 241</td>
<td>Foodservice Operations and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>CUL 251</td>
<td>Advanced Pastry Arts I</td>
<td>4</td>
</tr>
<tr>
<td>CUL 252</td>
<td>Advanced Pastry Arts II</td>
<td>6</td>
</tr>
<tr>
<td>CUL 253</td>
<td>The Art of the Cake</td>
<td>3</td>
</tr>
<tr>
<td>CUL 256</td>
<td>The Capstone Experience for the Baker</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 100</td>
<td>Introduction to College/Culinary Experience</td>
<td>3</td>
</tr>
<tr>
<td>CUL 102</td>
<td>Culinary Art</td>
<td>1</td>
</tr>
<tr>
<td>CUL 103</td>
<td>Culinary Photography</td>
<td>1</td>
</tr>
<tr>
<td>CUL 104</td>
<td>Culinary Ice Carving</td>
<td>1</td>
</tr>
<tr>
<td>CUL 140</td>
<td>Sanitation for Culinarians</td>
<td>2</td>
</tr>
<tr>
<td>CUL 153</td>
<td>Baking Technologies</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 152</td>
<td>Essentials of Baking II</td>
<td>4</td>
</tr>
<tr>
<td>CUL 154</td>
<td>Introduction to Showpieces and Displays</td>
<td>3</td>
</tr>
<tr>
<td>CUL 240</td>
<td>Purchasing for Culinarians</td>
<td>2</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 115</td>
<td>Culinary Math Or Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Or Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Summer

Consider taking Gen Ed courses to reduce semester load.

### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 251</td>
<td>Advanced Pastry Arts I</td>
<td>4</td>
</tr>
<tr>
<td>CUL 253</td>
<td>The Art of the Cake</td>
<td>3</td>
</tr>
<tr>
<td>HST 226</td>
<td>Food in History</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 241</td>
<td>Foodservice Operations and Career Development</td>
<td>2</td>
</tr>
<tr>
<td>CUL 252</td>
<td>Advanced Pastry Arts II</td>
<td>6</td>
</tr>
<tr>
<td>CUL 256</td>
<td>The Capstone Experience for the Baker</td>
<td>3</td>
</tr>
<tr>
<td>BIO 140</td>
<td>Nutrition for Culinarians</td>
<td>3</td>
</tr>
</tbody>
</table>

#### CULINARY ARTS CAREER

**Degree offered**

Associate in Applied Science in Culinary Arts

**Credits required 67**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Gloria Cabral, Acting Coordinator of Culinary Arts and Baking & Pastry Arts, and Professor of Baking & Pastry Arts, gloria.cabral@bristolcc.edu

**Program Code: CU**

### Program Goals Statement

The Culinary concentration in the Culinary Arts program provides students with the opportunity to develop the practical skills and the theoretical knowledge to work in the foodservice/hospitality fields in a variety of entry level and advanced positions in food preparation or the front of the house.

### Program Information

- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (see BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading, or English must complete those courses prior to enrolling in any culinary lab courses.
- Culinary Arts programs are exempt from meeting General Education Competencies due to the requirements of the Associate in Applied Science degree.

### High School Articulation Credit

- Students graduating from area high schools and vocational/technical centers who participate in the College Tech-Prep program and maintain a grade of “B” or better and have the recommendation of their Culinary Arts instructor can obtain credit for certain introductory level culinary courses depending upon the
articulation agreements between their school and Bristol Community College.

Additional Costs
• Students are responsible for the costs of their uniforms, kitchen and bakeshop tools, and texts.

Essential Functions
• Standing for long periods of time (4 to 10 hours) during a normally protracted class and work day.
• Working in a kitchen environment where the temperature can exceed ambient temperature.
• Lifting and moving heavy weight (such as wait-trays, small equipment, and institutional size supplies - 25-50 lbs.)
• Sufficient communication skills to allow for successful interaction between the students and the public.
• Sufficient mobility and motor coordination to complete assigned tasks in the kitchen and dining room in a safe, efficient manner according to acceptable industry standards.
• Ability to learn and apply the body of knowledge necessary to meet the program curriculum and successfully enter the food service profession.

Special Requirements
• To successfully complete the program, students should have their own transportation and should limit outside work commitments. Students must be available to work at required Culinary Arts functions.

After BCC
• Graduates can work in the kitchens, dining rooms, or bakeshops of a wide variety of establishments from small local restaurants to large international organizations and can also transfer for further study to four-year colleges including Johnson and Wales University.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 140 Nutrition for Culinarians</td>
<td>ENG 102 Composition II: Writing about Literature</td>
</tr>
<tr>
<td>CIS 113 Hospitality Management</td>
<td>HST 226 Food in History</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>SOC 252 The Sociology of Human Relations</td>
</tr>
</tbody>
</table>

Choose one of the following
MTH 115 Culinary Math
MTH 119 Fundamental Statistics
MTH 125 Modern College Mathematics

Program Courses
CUL 100 Introduction to College/Culinary Experience
CUL 102 Culinary Art
CUL 103 Culinary Photography
CUL 104 Culinary Ice Carving
CUL 111 Essentials of Culinary Arts I
CUL 112 Essentials of Culinary Arts II
CUL 113 Baking Skills for Cooks
CUL 121 Dining Room Functions I
CUL 122 Dining Room Functions II
CUL 123 Mixology and Bar Management
CUL 140 Sanitation for Culinarians
CUL 211 Advanced Culinary Techniques I
CUL 212 Advanced Culinary Techniques II
CUL 216 The Capstone Experience for Culinarians
CUL 221 Advanced Table Service
CUL 240 Purchasing for Culinarians
CUL 241 Foodservice Operations and Career Development

Recommended Course Sequence - Fall Semester 1
CIS 113 Hospitality Management
CUL 100 Introduction to College/Culinary Experience
CUL 102 Culinary Art
CUL 103 Culinary Photography
CUL 104 Culinary Ice Carving
CUL 111 Essentials of Culinary Arts I
CUL 121 Dining Room Functions I
CUL 140 Sanitation for Culinarians

Recommended Course Sequence - Spring Semester 2
CUL 112 Essentials of Culinary Arts II
CUL 113 Baking Skills for Cooks
CUL 122 Dining Room Functions II
CUL 123 Mixology and Bar Management
ENG 101 Composition I: College Writing

Recommended Course Sequence - Summer
Consider taking Gen Ed courses to reduce semester load.

Recommended Course Sequence - Fall Semester 3
CUL 211 Advanced Culinary Techniques I
CUL 221 Advanced Table Service
Deaf Studies

DEAF STUDIES TRANSFER

Degree offered
Associate in Arts in Deaf Studies (Transfer)

Credits required 60/63

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS

Program Goals Statement
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program prepares students, both Deaf and hearing, who are interested in a professional career working with Deaf, hard-of-hearing or late-deafened persons to transfer to a four-year college or university in the field of their choice.

Program Information

General
• Students unsure of transfer or career paths in Deaf Studies should choose this concentration.

• Deaf Studies provides a foundation for interpreters, but, is not an interpreter training/education program (ITP/IEP). Students wanting to become professional interpreters should enroll in our Interpreter transfer concentration which will prepare students to transfer on to four year institution.

• Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.

• Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.

• Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.

Standards & Expectations
• Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.

• Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.

• A CORI may be required for service learning or ASL 285 placements.

Additional Costs
• As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.

• Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathways and Essential Functions
The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Deaf Studies Transfer (MassTransfer program) prepares students to transfer as juniors into a baccalaureate programs of their choice - in any field related or not to Deaf people. Our
strong liberal arts foundation prepares students well for the next phase of their education. They become better readers, writers, speakers, learners through our curriculum.

Those graduates who want to continue on and become professional members in the ASL workforce will need to meet language proficiency standards for ASL. Essential functions include certain cognitive, physical and sensory abilities which are necessary to acquire a second, visual language. These are:

- **cognitive abilities** - ability to process visual language.
- **physical abilities** - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers)
- **sensory abilities** - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

**Recommendations**

- Students requiring developmental coursework should complete this in their first semester.
- Students should take ASL 101 and DST 101 in their first fall.
- Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study.

**After BCC**

- This concentration is part of the MassTransfer program. BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused Competencies**

First Year Experience

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
</tbody>
</table>

**ASL 181** Visual/Gestural Communication 1

**ASL 201** Intermediate American Sign Language I 3

**ASL 202** Intermediate American Sign Language II 3

**ASL 284** ASL/Deaf Studies Capstone Seminar 1

**ASL 285** Community-based Learning in Deaf Studies 1

**DST 101** Introduction to Deaf Studies 4

**DST 110** Deaf Culture 3

**DST 151** Deaf History 3

**DST 251** Deaf Literature and ASL Folklore 3

**Elective Courses**

- Behavioral/Social Science Elective 3
- Communications Elective 3
- Lab Science Elective 4
- Elective - Science 3-4
- Mathematics Elective 3
- Electives as needed to complete 60 credits

Choose from MassTransfer list, unless otherwise specified

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Communications Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Students may opt to take General Education courses (History Elective, Math Elective, Science Elective, ENG 102) during the summer between semesters 2 and 3 to lighten course load.
Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>History Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

EDUCATION CONCENTRATION

Degree offered
Associate in Arts in Deaf Studies

Credits required 62

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS
Concentration Code: DSE

Program Goals Statement
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program also includes specialized courses needed for transfer into a BS/BA program in the educational area of choice. Students in this concentration are considering a future working with deaf or hard-of-hearing children in early intervention or an educational setting.

Program Information

General
- BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.
- Deaf Studies provides a foundation for interpreters, but, is not an interpreter training/education program (ITP/IEP). Students wanting to become professional interpreters in an educational setting should enroll in our Interpreter Transfer concentration which will prepare students to transfer on to four year institution.
- Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.
- Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.
- Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.
- Students may opt to take more ECE courses than required while at Bristol.
- Students seeking certification from the Massachusetts Department of Early Education and Care should also complete an ECE certificate, or, see www.mass.gov for Level I certification Infant-Toddler or Pre-School Teacher requirements.
- EDU 220 requires a CORI (Criminal Offender Record Information), 27 completed credits and an overall GPA of 2.5 or better.
- Students wishing to complete their ASL 285 Community Based Learning in Deaf Studies experience in a program for the Deaf or early intervention setting will have to complete a C.O.R.I. (Criminal Offender Record Information) and S.O.R.I (Sexual Offender Registry Information) at their chosen site prior to being placed. Individual settings may have additional requirements related to vaccinations, minimum GPA and/or ASL fluency.

Standards & Expectations
- Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses under the Prep Certificate.
- Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their
studies to apply their language skills and develop them further in real world, practical situations.

• A CORI may be required for service learning or ASL 285 placements.

• In order to meet transfer expectations and certification standards for working in a signing-based Deaf Education program, students must be able to:

  • earn grades of B or better in all ASL classes; maintain an overall GPA of 2.7.
  
  • Mass. certification for Deaf Education: Total Communication requires a score of Intermediate Plus or higher on the S.L.P.I offered through MCDHH and DESE at time of certification.

Additional Costs

• As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.

• Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathway and Essential Functions

The Deaf Studies welcomes all interested students to our courses and programs but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Education concentration prepares students primarily for transfer to a BA/BS Education program at a four year institution or an entry level position as an aide (subject to individual educational program standards). Students are advised that they need to pass the Communication and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Dept of Education prior to acceptance into most teacher education BA/BA programs in Massachusetts. Most teachers of the Deaf hold a Master's degree in Deaf Ed.

Essential functions required include certain cognitive, physical and sensory abilities which are necessary to perform the work of a professional educator of signing children who are Deaf, hard-of-hearing or deaf-blind. (The essential functions may be different in special education working with non-verbal children who use sign vocabulary to augment communication.)

These are:

cognitive abilities - ability to process visual language; ability to read and write English

physical abilities - ability to accurately express and articulate American Sign Language (which includes fine
gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers)
sensory abilities - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of transfer or employment, with or without accommodations, please contact the program director for a consult.

Recommendations

• Students requiring developmental coursework should complete this in their first semester.

• Students should take ASL 101 and DST 101 in their first fall.

• Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study.

After BCC

• Students in this concentration have successfully transferred to Bridgewater State University, Northeastern University and Rhode Island College to degree programs in education.

• Students seeking licensure as a teacher deaf/hard-of-hearing can seek a BA/BS program in Deaf Education out of state or seek any education degree and attend grad school at Boston University to achieve an EdM in Deaf education. Deaf Studies supports and prepares students for the Bi-lingual/Bi-cultural philosophy.

Infused General Education Competencies

First Year Experience, Oral Communication

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>ASL 101</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Elementary American Sign Language I</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Elementary American Sign Language II</td>
</tr>
<tr>
<td>HST 111</td>
<td>ASL 181</td>
</tr>
<tr>
<td>HST 113</td>
<td>Visual/Gestural Communication</td>
</tr>
<tr>
<td>MTH 127</td>
<td>ASL 201</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Intermediate American Sign Language I</td>
</tr>
</tbody>
</table>

4 3 3 3 3 1 3
ASL 202 Intermediate American Sign Language II 3
ASL 284 ASL/Deaf Studies Capstone Seminar 1
ASL 285 Community-based Learning in Deaf Studies 1
DST 101 Introduction to Deaf Studies 4
DST 110 Deaf Culture 3
DST 151 Deaf History 3
DST 251 Deaf Literature and ASL Folklore 3

Concentration Courses - Early Childhood Education
ECE 111 Introduction to Early Childhood Education 3
ECE 112 Observing, Recording, and Analyzing Early Childhood Settings Elective 3
PSY 252 Child Development 3

Elective: choose from ECE 113 [to meet DEEC requirements, students should take ECE 113 and ECE 222, and ECE 234, and ECE 251 in the ECE certificate program], ECE 222, ECE 223, ECE 260 [ECE 260 is best choice for transferring]

Concentration Courses - Education
EDU 220 Foundations of Education with Teaching Pre-Practicum 3
PSY 252 Child Development Elective Elective 3 3

Electives: choose two from GVT 111, MTH 128, SCI 113, or SSC 101

Recommended Course Sequence - Fall Semester 1
ASL 101 Elementary American Sign Language I 3
DST 101 Introduction to Deaf Studies 4
DST 110 Deaf Culture 3
ECE 111 Introduction to Early Childhood Education ECE Elective 3
ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Spring Semester 2
ASL 102 Elementary American Sign Language II 3
ASL 181 Visual/Gestural Communication 1
DST 151 Deaf History 3
DST 251 Deaf Literature and ASL Folklore 3
ENG 102 Composition II: Writing about Literature 3
MTH 127 Mathematics for Elementary School Teachers I 3
PSY 101 General Psychology 3

Recommended Course Sequence - Summer
Students are encouraged to take a Gen Ed course (HST 111, ENG 102, BIO 111) in the summer between semesters 2 and 3 to lighten the work load.

Recommended Course Sequence - Fall Semester 3
ASL 201 Intermediate American Sign Language I 3
ECE 112 Observing, Recording, and Analyzing Early Childhood Settings 3
EDU 220 Foundations of Education with Teaching Pre-Practicum 3
HST 111 The West and the World I 3
PSY 252 Child Development 3

Recommended Course Sequence - Spring Semester 4
ASL 202 Intermediate American Sign Language II 3
ASL 284 ASL/Deaf Studies Capstone Seminar 1
ASL 285 Community-based Learning in Deaf Studies 1
DST 151 Deaf History 3
DST 251 Deaf Literature and ASL Folklore 3
HST 113 United States History to 1877 3
BIO 111 General Biology I 4
Program Elective 3

HUMAN SERVICES CONCENTRATION

Degree offered
Associate in Arts in Deaf Studies

Credits required 60/62

Dean
Ulli K. Ryder,  ulli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies,  sandra.lygren@bristolcc.edu

Program Code: DS
Concentration Code: DSH

Program Goals Statement
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program also includes specialized courses needed for transfer into a BS/BA program in the human services area of choice. Students in this concentration are seeking entry-level or assistant positions in Deaf human

service settings or they plan to transfer and specialize in social work, vocational rehabilitation, counseling or other related fields.

**Program Information**

**General**

- BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Support Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.
- Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.
- Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.
- Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.
- Students who want to meet the MassTransfer block should take a 3 credit science as their free elective.
- Students wanting to continue on in Social Work should choose an additional program elective as their free elective.

**Standards & Expectations**

- Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.
- Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.
- A CORI may be required for service learning or ASL 285 placements.

**Additional Costs**

- As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.
- Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

**Career Pathway and Essential Functions**

The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Human Services concentration prepares students to transfer as juniors into a baccalaureate program of their choice or into an entry level position. Human service workers in the ASL workforce* are employed in a variety of settings and with a variety of clients. Essential functions in those settings include certain cognitive, physical and sensory abilities which are necessary.

These are:

- **cognitive abilities** - ability to process visual language.
- **physical abilities** - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers).
- **sensory abilities** - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

*Those who go on to human services work with the general population will not have these essential functions.

**Recommendations**

- Students requiring developmental coursework should complete this in their first semester.
- Students should take ASL 101 and DST 101 in their first fall.
- Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study
- Students who also wish to complete the MassTransfer block should take an additional 3-4 credit science elective.
- Adhere to semester sequencing to ensure completion of necessary pre-requisites.

**After BCC**
• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
First-Year Experience, Oral Communication

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>ASL 101 Elementary American Sign</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>ASL 102 Elementary American Sign Language I</td>
</tr>
<tr>
<td>HST 111 The West and the World I</td>
<td>ASL 181 Visual/Gestural Communication</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>ASL 201 Intermediate American Sign Language I</td>
</tr>
<tr>
<td></td>
<td>ASL 202 Intermediate American Sign Language II</td>
</tr>
<tr>
<td></td>
<td>ASL 284 ASL/Deaf Studies Capstone Seminar</td>
</tr>
<tr>
<td></td>
<td>ASL 285 Community-based Learning in Deaf Studies</td>
</tr>
<tr>
<td></td>
<td>DST 101 Introduction to Deaf Studies</td>
</tr>
<tr>
<td></td>
<td>DST 110 Deaf Culture</td>
</tr>
<tr>
<td></td>
<td>DST 151 Deaf History</td>
</tr>
<tr>
<td></td>
<td>DST 251 Deaf Literature and ASL Folklore</td>
</tr>
<tr>
<td></td>
<td>PSY 101 General Psychology</td>
</tr>
<tr>
<td></td>
<td>SER 101 Introduction to Social Welfare</td>
</tr>
<tr>
<td></td>
<td>Program Electives - Choose two</td>
</tr>
<tr>
<td></td>
<td>And choose two of the following</td>
</tr>
<tr>
<td></td>
<td>COM 113 Interpersonal Speech</td>
</tr>
<tr>
<td></td>
<td>PSY 254 Psychology of Personality</td>
</tr>
<tr>
<td></td>
<td>PSY 255 Abnormal Psychology</td>
</tr>
<tr>
<td></td>
<td>PSY 258 Introduction to Behavior Modification</td>
</tr>
<tr>
<td></td>
<td>SER 251 Principles of Methods of Interviewing</td>
</tr>
<tr>
<td></td>
<td>SOC 212 The Sociology of Social Problems</td>
</tr>
<tr>
<td></td>
<td>Elective Courses</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
</tr>
<tr>
<td></td>
<td>Free Elective</td>
</tr>
</tbody>
</table>

Choose from MassTransfer electives, unless otherwise specified

<table>
<thead>
<tr>
<th>Recommended Course Sequence - Fall Semester 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101 Elementary American Sign Language I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommended Course Sequence - Spring Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102 Elementary American Sign Language II</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology Mathematics Elective</td>
</tr>
<tr>
<td>Program Elective Free Elective</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer
Students are encouraged to take a Gen Ed course (HST 111, ENG 102, Lab Science Elective or Math Elective) in the summer between semesters 2 and 3 to lighten the work load.

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Recommended Course Sequence - Spring Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201 Intermediate American Sign Language I</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
</tr>
<tr>
<td>HST 111 The West and the World I</td>
</tr>
<tr>
<td>PSY 101 General Psychology Mathematics Elective</td>
</tr>
<tr>
<td>Program Elective</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

INTERPRETER TRANSFER CONCENTRATION

Degree offered
Associate in Arts in Deaf Studies

Credits required 62

Dean
Ulli K. Ryder, elli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS
Concentration Code: DSI
Program Goals Statement

Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This transfer program also includes specialized course work needed to prepare for future interpreter studies. Students in this concentration aspire to become professional American Sign Language/English Interpreters and thus, plan to transfer to a four-year institution that offers interpreter training.

Program Information

General

- BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Support Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.
- Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.
- Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.
- Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.

Standards & Expectations

- Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.
- Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.
- A CORI may be required for service learning or ASL 285 placements.
- In order to meet program outcomes and transfer expectations, students need to be able to:
  - earn grades of B or better in all ASL courses and maintain an overall GPA of 2.7 or higher.
  - speak and articulate English proficiently*.

Additional Costs

- As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.
- Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathway and Essential Functions

The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Interpreter Transfer concentration prepares students to transfer as juniors into a baccalaureate Interpreter Training/Preparation program students and for eventual entry level work as an educational or community interpreter. Strong American Sign Language and English proficiency required for successful transfer. Students wanting to become professional interpreters must transfer on, graduate, and pass a practical and theoretical national examination to become certified “qualified interpreters”. Interpreter education is a highly specialized major that is not common across four year schools. The northeast region transfer opportunities include: Framingham State University, Northeastern University, University of New Hampshire-Manchester, University of So. Maine, Rochester Institute of Technology/NTID in New York.

Interpreters work in a variety of settings. Essential functions in those settings include certain cognitive, physical and sensory abilities which are necessary to perform the work of a professional interpreter.

These are:

- cognitive abilities - ability to process visual and spoken language*; ability to hold information in working memory while simultaneously processing new visual or spoken language.
- physical abilities - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers); ability to accurately express and articulate intelligible spoken English; ability to transport self to a variety of indoor and outdoor settings which may include standing or sitting for long periods of time.
- sensory abilities - ability to access and comprehend visual and spoken language*
spoken language access and processing are not an essential function for culturally Deaf, native ASL users who have a goal of becoming CDIs (certified Deaf interpreters).

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

**After BCC**
- Past graduates have transferred or been accepted to Northeastern University, University of New Hampshire-Manchester, Florida State University, NTID and University of Southern Maine for Interpreter Training. Most interpreter programs will require relocating.
- If you plan to transfer to a four-year degree program in interpreting, go to discoverinterpreting.com and RID.org.

### Infused General Education Competencies

**First-Year Experience**

### DEGREE REQUIREMENTS

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DSC 225</td>
<td>Introduction to ASL/English Interpreting</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELECTIVE</td>
<td>(select with the assistance of an advisor)</td>
<td>3</td>
</tr>
</tbody>
</table>

Lab Science Elective 4
Mathematics Elective 3

Choose from MassTransfer electives, unless otherwise specified

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Students may opt to take General Education courses (History Elective, Math Elective, Science Elective or ENG 102) during the summer between semesters 2 and 3 to lighten course load.

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
<tr>
<td>DSC 225</td>
<td>Introduction to ASL/English Interpreting</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
</tbody>
</table>
DENTAL HYGIENE CAREER

Degree offered
Associate in Science in Dental Hygiene

Credits required 82

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
April Lavoie, Department Chair and Assistant Professor of Dental Hygiene, april.lavoie@bristolcc.edu

Program Code: DH

Program Goal Statement
The Dental Hygiene program prepares graduates to competently begin professional dental hygiene practice. Upon graduation, practice settings include private dental offices, school and public health departments, and research facilities. Students receive a thorough foundation in general sciences and in dental hygiene science. Students have the opportunity to develop the necessary knowledge, clinical skills, and judgment in the on-campus dental hygiene clinic.

Program Information
- Applicants with completed applications meeting minimum criteria submitted by February 1 will be given priority consideration for admission.
  http://www.bristolcc.edu/getstartedatbcc/applytobcc/
- The Admissions Office reviews each applicant based on the stated criteria for preadmission requirements.
- A candidate list is ranked with the top twenty candidates that have met the preadmission requirements with the highest GPA.
- The Admissions Office notifies the top twenty candidates of their acceptance into the Program. These candidates have until May 1st to confirm their acceptance into the Program.
- Some courses in this program are only offered during the day. Students planning to transfer into this program should seek advice from the program director on which courses to take.
- Once enrolled in the Dental Hygiene program, students are required to complete all courses in the four semesters of instruction in required sequence and without interruption in order to integrate theoretical and clinical education and to graduate.

Program Accreditation
- The program in Dental Hygiene is accredited by the Commission on Dental Accreditation of the American Dental Association, which is a specialized accrediting body recognized by the Council on Post Secondary Accreditation and by the U.S. Department of Education. Graduates take the National Board Dental Hygiene Examination and the CDCA/ADEX/North East Regional Clinical Board Examination.
- For 2015, the BCC pass rate for the National Board (required for licensure in Massachusetts) is 100%, and the Northeast Regional Board of Dental Hygiene is 100%.

After BCC
- Graduates have worked as registered dental hygienists in general and specialty facilities and as dental hygiene educators, consultants, dental sales representatives, and public and community health coordinators.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

Pre-admission Requirements
BIO 233, ENG 101 (or HIGHER), a 4-credit general college chemistry with a laboratory component with a grade of B- or better, and High School Algebra I (or a higher level mathematics in high school or college)

General Courses
- BIO 220 Introduction to Nutrition 3
- BIO 233 Human Anatomy and Physiology I 4
- BIO 234 Human Anatomy and Physiology II 4
- BIO 239 Elements of Microbiology 4
- COM 101 Fundamentals of Public Speaking 3
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- MTH 119 Fundamental Statistics 3
- PSY 101 General Psychology 3

A 4 credit general college chemistry with a laboratory component is required
Elective Courses – Choose one Global Awareness course
SOC 101  Principles of Sociology 3  
SOC 212  The Sociology of Social Problems 3  
SOC 252  The Sociology of Human Relations 3  

Elective Courses
Historic Awareness Elective 3  

See General Education Competency/Historic Awareness (p. 487) for course listings  

Program Courses
DHG 111  Dental Anatomy 1  
DHG 112  Oral Histology and Embryology 2  
DHG 113  Orientation to Clinical Dental Hygiene 5  
DHG 119  Head and Neck Anatomy 2  
DHG 120  Dental Hygiene Theory II 2  
DHG 122  Clinical Dental Hygiene II 2  
DHG 124  Oral Radiography 3  
DHG 126  Periodontology 3  
DHG 128  Pharmacology for Dental Hygienists 1  
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  
BIO 234  Human Anatomy and Physiology II 4  
COM 101  Fundamentals of Public Speaking 3  
DHG 111  Dental Anatomy 1  
DHG 113  Orientation to Clinical Dental Hygiene 5  
DHG 119  Head and Neck Anatomy 2  
PSY 101  General Psychology 3  
DHG 124  Oral Radiography 3  
DHG 120  Dental Hygiene Theory II 2  
DHG 122  Clinical Dental Hygiene II 2  
DHG 124  Oral Radiography 3  
DHG 126  Periodontology 3  
DHG 128  Pharmacology for Dental Hygienists 1  
BIO 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  

Required Course Sequence - Fall Semester 1
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  

Required Course Sequence - Spring Semester 2
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  

Required Course Sequence - Fall Semester 3
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
DHG 237  Dental Materials 3  

Required Course Sequence - Spring Semester 4
DHG 230  Local Anesthesia for the Dental Hygienist 2  
DHG 231  Dental Hygiene Theory III 2  
DHG 233  Clinical Dental Hygiene III 4  
DHG 235  General and Oral Pathology 2  
MTH 119  Fundamental Statistics 3  

Special Requirements for the Program
Admission to the Dental Hygiene Program

The Dental Hygiene program is a competitive program with selective admission requirements. A limited number of students are admitted to the Dental Hygiene Program.

Students applying to BCC with a state-approved high school equivalency credential rather than with a high school diploma will need to take the required pre-admission courses before being considered for admission to the program. See Minimum Requirements for Admission to the Program.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Dental Hygiene program. Final selection will be based on the applicant pool and space available. Many students find that taking general and elective courses before entering the program allows for full focus on the challenging Dental Hygiene curriculum.

Minimum Requirements for Admission to the Program are as Follows

• High school Algebra I (or a higher level mathematics in high school or college) with a grade of B- or greater
• A 4-credit general college Chemistry with a laboratory component with a grade of B- or greater
• BIO 233 (equivalent to college Anatomy and Physiology I) with a grade of B- or greater
• ENG 101 (equivalent to English Composition I or a higher level college English) with a grade of B- or greater
• Applicants must have a grade point average (GPA) of 3.0+ in the aforementioned pre-admission courses
• Applicants must achieve a total composite score of 50% or higher on the ATI TEAS Exam. For more detailed TEAS information, please visit our website at http://www.bristolcc.edu/getstartedatbcc/testingcenter/teas/
• Attend one mandatory health science information session:
  http://www.bristolcc.edu/getstartedatbcc/admissions/healthsciencesadmissionrequirements/healthscienceinformationsessions/ (seating is limited.)

• Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Additional Requirements

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required each year. Health insurance is required. Additional laboratory tests, including drug screening, are required by clinical agencies. A ten-panel random drug screen is required upon entrance, yearly, and/or randomly. The fee is paid by the student.

Upon admission to the Dental Hygiene program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent students from working in contracted health facilities and onsite dental hygiene clinic, which will prevent students from completing the program objectives.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

All students must be CPR certified by the American Heart Association (Basic Life Support for Health Care Providers). Students must present evidence of certification before beginning DHG 122 and must maintain certification until the completion of DHG 242.

Additional Costs

Students must carry professional liability insurance and provide their own transportation to off-campus clinical assignments. They are responsible for purchasing instruments, disposables, and uniforms, and paying CPR and Board application fees.

Grade Requirements

A grade of “C” or better must be attained in each clinical course and all other DHG courses.

Essential Functions

• Communicate clearly and effectively through speech and writing in English with patients, faculty, staff and peers.

• Physical ability, sufficient mobility and motor coordination to safely provide patient care and to meet the needs of various patient populations.

• Cognitive ability to learn and apply skills necessary to meet curriculum (including clinical) requirements to attain entry-level status into the profession.

• Sufficient visual acuity, with or without correction, to safely provide patient care.

Risks of Exposure to Infectious Disease

As in any health care environment, students in the Dental Hygiene Program may have risks of exposure to infectious diseases. The Dental Hygiene Program adheres to all state and federal regulations to reduce the risk of health care associated infections. Individuals who disclose the presence of blood-borne infectious diseases will be shown the same consideration as non-infected individuals and will be offered reasonable accommodations. Information regarding health status of an individual is considered confidential and protected by the Family Education Rights and Privacy Act of 1974.
**Early Childhood Education**

**EARLY CHILDHOOD EDUCATION CHILD CARE CAREER**

**Degree offered**
Associate in Science in Early Childhood Education

**Credits required 64**

**Dean**
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

**Program contact**
Melissa Cardelli, C.A.G.S., Program Coordinator, Professor of Early Childhood Education, melissa.cardelli@bristolcc.edu

**Program Code: CH**

**Program Goals Statement**
The Early Childhood Education Career program prepares students to become eligible for Massachusetts Department of Early Education and Childcare lead teacher certification. Students select one of three concentration areas that include Infant-Toddler, Preschool, or School Age Child Care.

**Program Information**
- Students intending to enroll in a teaching practicum and seminar must meet with the Department Chair the semester before enrollment to ensure that the students meet all prerequisites and requirements.

**Special Requirements for the Program**

**Health Requirements**
- Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood to prove immunity). TB test required each year. Health Insurance is required.
- Students are required to submit to a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from engaging in field-related course work including Teaching Practicum.

**Academic Expectations**
- All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

**After BCC**
- Students would qualify for director certification in Early Childhood Education from Massachusetts Department of Early Education and Childcare with 18 months of added experience.

## Infused General Education Competencies

Ethical Dimensions, Oral Communication, Technical Literacy

## DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101 College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113 United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252 Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

- SOC 101 Principles of Sociology - 3
- SOC 212 The Sociology of Social Problems - 3

**Elective Courses**
See General Education Competency Courses (p. 485) for course listings
- Humanities Elective - 3
- Scientific Reasoning and Discovery Elective - Lab - 4
- Quan/Sym Reasoning Elective - 3

(Choose a course that meets the Humanities competency)

**Core Courses**

| ECE 111 Introduction to Early Childhood Education | 3       |
| ECE 112 Observing, Recording, and Analyzing Early Childhood Settings | 3       |
| ECE 113 Safe and Healthy Early Childhood Learning Environments | 3       |
| ECE 221 Guiding Young Children                   | 3       |
| ECE 222 Special Needs in Early Childhood        | 3       |
| ECE 234 Preschool Curriculum Planning           | 3       |
| ECE 251 Teaching Practicum I and Seminar I      | 4       |

**Concentration Options - Choose one track**

**Concentration Options - Infant-Toddler Track**

| ECE 223 Infant-Toddler Development              | 3       |
| ECE 236 Infant-Toddler Curriculum Planning      | 3       |
| ECE 253 Teaching Practicum II and Seminar II-Infant-Toddler Setting | 4       |

**Concentration Options – Preschool Track**

| ECE 232 Language Arts Across Preschool          | 3       |
| ECE 252 Teaching Practicum II and Seminar II-Preschool Setting Elective | 4       |
ECE 244, ECE 291, or ECE 292

### Concentration Options – School-Age Child Track

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ECE 238</td>
<td>School Age Child Care Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 255</td>
<td>Teaching Practicum II and Seminar II: School-Age Child Care Setting</td>
<td>4</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 221</td>
<td>Guiding Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ECE 236</td>
<td>Infant-Toddler Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 253</td>
<td>Teaching Practicum II and Seminar II- Infant-Toddler Setting</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>ECE 232</td>
<td>Language Arts Across Preschool</td>
<td>3</td>
</tr>
<tr>
<td>ECE 252</td>
<td>Teaching Practicum II and Seminar II- Preschool Setting</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>ECE Elective</td>
<td>3</td>
</tr>
<tr>
<td>ECE 238</td>
<td>School Age Child Care Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 255</td>
<td>Teaching Practicum II and Seminar II: School-Age Child Care Setting</td>
<td>4</td>
</tr>
</tbody>
</table>

### Fieldwork

During the Teaching Practicum experience and other field based experiences, Early Childhood students should be aware that meeting young children's safety, social, emotional and educational needs come first. Students must be able to competently carry out tasks and responsibilities as developmentally appropriate and accurately monitor children in their charge.

Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

### EARLY CHILDHOOD LICENSURE

#### Degree offered

Associate in Science in Early Childhood Education

#### Credits required 60/61

Dean

Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact

Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

#### Program Goals Statement

The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

#### Program Information

- ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.
- Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.

• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Biology Elective: Choose a 3- or 4-credit biology course

Choose electives with a faculty advisor to prepare to enter an academic major at the selected transfer institution

Humanities Elective: Recommend HUM 172, HUM 254, ENG 251, ENG 252, ENG 253, ENG 254, ENG 255, ENG 256, PHL 101, PHL 152, COM 101

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
</tbody>
</table>

MassTransfer A2B Courses

The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 110</td>
<td>Biology of Human Reproduction</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
</tr>
<tr>
<td>Or</td>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Special Requirements for the Program

Health Requirements
• Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

Criminal Record Check
• Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

Fieldwork
• During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.
• Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.
• Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

ELEMENTARY EDUCATION TRANSFER

Degree offered
Associate in Arts in Elementary Education

Credits required 63

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Engin Atasay, Coordinator of Elementary Education and Associate Professor of Education, Engin.Atasay@bristolcc.edu

Program Code: ED

Program Goals Statement
This program prepares students who want to teach from grade 1 through grade 6 to transfer into an education program at a 4-year college or university that offers teacher licensure in Massachusetts. It also qualifies students to be paraprofessionals once they have completed 48 credits.

Hints for Successful Completion
Within the semester following completion of ENG 102, students should seek the assistance of the Program Coordinator to make plans to take the state-administered Communication and Literacy Skills Test (CLST).

Program Information
• Students in the Elementary Education program are required to submit a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from taking courses requiring field-related work, including EDU 220.
• To enroll in EDU 220, students must have completed 27 credits with an overall minimum GPA of 2.5.

After BCC
Our College participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, students should visit the Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PHL 153</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 150</td>
<td>Language Education and Literacy</td>
<td>3</td>
</tr>
<tr>
<td>EDU 220</td>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>3</td>
</tr>
<tr>
<td>EDU 225</td>
<td>Diversity and Multicultural Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 255</td>
<td>American Literature Precolonial to 1865</td>
<td>3</td>
</tr>
</tbody>
</table>
EN# 256  American Literature Post Civil War to Present  3
HST 252  African-American History  3
HST 259  History of North American Indian Peoples  3

Free Electives
6 credits - Choose in consultation with your advisor about your anticipated subject-major and likely transfer institution.

Recommended free electives include: Foreign Language courses (ASL, CVC, FRN, POR, SPA) as well as courses with a focus on education (ART 245, ENG 272, HUM 150, MUS 116).

Recommended Course Sequence - Fall Semester 1
EDU 101  College Success Seminar for Education  1
COM 101  Fundamentals of Public Speaking  3
ENG 101  Composition I: College Writing  3
MTH 127  Mathematics for Elementary School Teachers I  3
PSY 101  General Psychology  3
PHL 153  Philosophy of Education  3

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
MTH 128  Mathematics for Elementary School Teachers II  3
PSY 252  Child Development  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3
EDU 150  Language Education and Literacy  3

Recommended Course Sequence - Fall Semester 3
EDU 220  Foundations of Education with Teaching Pre-Practicum  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3
BIO 111  General Biology I  4
Or
SCI 113  Physical Science  4
Program Elective  3
Free Elective  3

Recommended Course Sequence - Spring Semester 4
EDU 225  Diversity and Multicultural Education  3
BIO 111  General Biology I  4
Or
SCI 113  Physical Science  4
GVT 111  U.S. Government  3
SSC 101  Introduction to Geography  3
Free Elective  3

---

Engineering Technology

ADVANCED & BIOMEDICAL MANUFACTURING TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Automation Technology Concentration)

Credits required 61

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Mary Cass, Coordinator and Associate Professor of Automation Technology, mary.cass@bristolcc.edu

Program Code: TE

Concentration Code: ABM

Program Goals Statement
This concentration prepares students to enter highly-automated manufacturing industries as automation specialists and manufacturing technicians or for technical positions in biotechnology and pharmaceutical manufacturing industries. In the advanced manufacturing option: Students learn to solve complex manufacturing problems using computer-aided design, evaluation and simulation techniques, and engineering principles. The curriculum covers such aspects of manufacturing engineering as materials processing (traditional and CNC), industrial automation, material science, hydraulics, computer-aided design and manufacturing (CAD/CAM), and computer-integrated manufacturing (CIM).

Program Information
- This program is especially valuable to the person who wants technical diversity. Summer courses will reduce fall and spring semester course loads.

Suggested Technical Electives
- Manufacturing: EGR-112 (p. 540), EGR-211 (p. 542), CAD-211 (p. 511), and choose one EGR-190 (p. 542), EGR-299 (p. 545), CAD-101 (p. 511), CAD-112 (p. 511), or any CED (p. 512)
- Bio-Manufacturing: BIO-121 (p. 506) and choose one BIO-115 (p. 506) or BIO-233 (p. 508), Choose one BIO-126 (p. 507), BIO-240 (p. 509), or CHM-113 (p. 513)
- Automation & Robotics: EGR-113 (p. 540), EGR-171 (p. 541), and EGR-211 (p. 542)

After BCC
• Graduates of the biomedical option can enter the workforce as biomedical, bioprocess or pharmaceutical manufacturing technicians.

• Graduates work as automation specialists, manufacturing technicians, design technicians, CAD designers, engineering aides, field service technicians, technical representatives, and maintenance technicians. It will open employment doors to many jobs that require multidisciplinary competencies.

• If you considering transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Oral Communication

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Core Courses</th>
<th>Choose one of the following</th>
<th>Elective Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>CAD 111 Mechanical Design with Solidworks</td>
<td>EGR 111 Fundamentals of Manual Machining</td>
<td>Humanities Elective 3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>EGR 103 Computer Skills for Engineers and Technicians</td>
<td>EGR 115 Manufacturing Processes &amp; Measurement</td>
<td>Social Phenomenon Elective 3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>EGR 151 Electrical Machinery</td>
<td>HST 113 United States History to 1877 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>EGR 172 Material Science</td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>EGR 215 Lean Six Sigma</td>
<td>HST 114 United States History from 1877 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>And choose one of the following</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 152 College Algebra 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 172 Precalculus with Trigonometry 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 172 Precalculus with Trigonometry 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 214 Calculus I 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 214 Calculus I 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MTH 215 Calculus II 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(For students with adequate Mathematics preparedness that are interested in transfer, choose PHY 211)</td>
<td></td>
</tr>
</tbody>
</table>

(For students with adequate Mathematics preparedness that are interested in transfer, choose PHY 211)

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Program Electives</th>
<th>BIO 121 Fundamentals of Biological Science I 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 126 Introduction to Biotechnology 3</td>
<td>BIO 240 Cell Biology 4</td>
</tr>
<tr>
<td>CAD 112 Advanced Mechanical Design with Solidworks 3</td>
<td>CAD 211 Computer Aided Manufacturing 3</td>
</tr>
<tr>
<td>CHM 113 Fundamentals of Chemistry I 4</td>
<td>EGR 112 Automated Machining 3</td>
</tr>
<tr>
<td>EGR 113 Introduction to Robotics 4</td>
<td>EGR 171 Fluid Systems 4</td>
</tr>
<tr>
<td>EGR 190 Technical Projects 3</td>
<td>EGR 211 Programmable Control Systems 4</td>
</tr>
<tr>
<td>EGR 299 Engineering Projects 3</td>
<td>CED - Cooperative Education 3</td>
</tr>
<tr>
<td>CSS 101 College Success Seminar 1</td>
<td>EGR 111 Fundamentals of Manual Machining 4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing 3</td>
<td>EGR 115 Manufacturing Processes &amp; Measurement 3</td>
</tr>
<tr>
<td>EGR 103 Computer Skills for Engineers and Technicians 3</td>
<td>PHY 101 Technical Physics I 4</td>
</tr>
<tr>
<td>EGR 111 Fundamentals of Manual Machining 4</td>
<td>PHY 211 General Physics I 4</td>
</tr>
<tr>
<td>EGR 115 Manufacturing Processes &amp; Measurement 3</td>
<td>Or</td>
</tr>
<tr>
<td>MTH 152 College Algebra 3</td>
<td>EGR 111 Fundamentals of Manual Machining 4</td>
</tr>
<tr>
<td>MTH 172 Precalculus with Trigonometry 4</td>
<td>Or</td>
</tr>
<tr>
<td>MTH 214 Calculus I 4</td>
<td>MTH 172 Precalculus with Trigonometry 4</td>
</tr>
<tr>
<td>MTH 214 Calculus I 4</td>
<td>(For students with adequate Mathematics preparedness that are interested in transfer, choose PHY 211)</td>
</tr>
</tbody>
</table>

Humanities Elective: Choose from ARC 201, ART 105, ART 106, COM 160, ENG 217, ENG 251, ENG 252, ENG 255, ENG 256, ENG 257, ENG 259, ENG 261, ENG 264, HST 226, HST 252, HST 257, HST 259, HST 265, HUM 160, HUM 254, PHL 101, or PHL 152

Social Phenomenon Elective: See General Education Competency Courses (p. 488) for Social Phenomenon course listings (ECN 111, ECN 112, PHL 152, PSY 271, or SOC 101 recommended)
## Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>And choose one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td>MTH 214</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td>MTH 215</td>
<td>4</td>
</tr>
<tr>
<td>And choose two of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

## Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 215</td>
<td>Lean Six Sigma</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>And choose one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Phenomenon Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

## Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>HST 114</td>
<td>3</td>
</tr>
<tr>
<td>Social Phenomenon Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>EGR 172</td>
<td>4</td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>And</td>
<td>Technical Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

(if needed for a maximum of 61 credits)

ARCHITECTURAL AND CIVIL TECHNOLOGY CAREER

### Degree offered
Associate in Science in Engineering Technology (Architectural and Civil Technology)

### Credits required 60/62

### Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

### Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: ACT

### Program Goals Statement
This concentration prepares students to work as technicians for engineering consulting firms, structural engineers, architects, bridge inspectors, contractors and structural manufacturing companies.

### Program Information
- Students learn in modern laboratories on the latest computers and software and are taught by faculty with many years of professional experience. Students receive many hours of hands-on experience as well as exposure to background theory.
- Students who haven’t taken basic math courses in high school may complete math prerequisites at BCC.

**After BCC**
- Graduates work as home building contractors, design construction technicians, structural computer-aided designers, and industrial and commercial building fabricators.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

### Infused General Education Competencies
Oral Communication

### DEGREE REQUIREMENTS

#### General Education Courses
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- ARC 201 Introduction to American Architecture 3

#### Social Phenomenon - Choose one
- ART 106 Survey of Art History II: Modern Art 3
- GVT 111 U.S. Government 3
- GVT 112 Comparative Government 3
- HST 111 The West and the World I 3
- HST 112 The West and the World II 3
- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3
- HST 257 History of Modern East Asia (China and Japan) 3
- PSY 271 Global Leadership 3
- SOC 101 Principles of Sociology 3
- SOC 212 The Sociology of Social Problems 3
- SOC 252 The Sociology of Human Relations 3

#### Historical Awareness - Choose One
- HST 113 United States History to 1877 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CAD 122</td>
<td>Architectural Drawing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 124</td>
<td>Soils and Foundations</td>
<td>3</td>
</tr>
<tr>
<td>EGR 125</td>
<td>Construction Estimating</td>
<td>3</td>
</tr>
<tr>
<td>EGR 221</td>
<td>Surveying I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 222</td>
<td>Surveying II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td>4</td>
</tr>
</tbody>
</table>

**Program Courses - Choose one**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - Choose one**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 128</td>
<td>Civil Drafting and Design</td>
<td>3</td>
</tr>
<tr>
<td>CAD 125</td>
<td>3D Architecture, Building, and Landscape Design</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 226</td>
<td>Legal Aspects of Boundary</td>
<td>3</td>
</tr>
<tr>
<td>EGR 244</td>
<td>Water Supply and Hydrology</td>
<td>4</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>EGR 299</td>
<td>Engineering Projects</td>
<td>3</td>
</tr>
<tr>
<td>PHY 102</td>
<td>Technical Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Math and Science Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

For students with adequate mathematic preparedness and interested in transfer, PHY 211 may be substituted for PHY 101

**Choose two sequential Math Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 125</td>
<td>Construction Estimating</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 124</td>
<td>Soils and Foundations</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 221</td>
<td>Surveying I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 222</td>
<td>Surveying II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td>4</td>
</tr>
<tr>
<td>CAD 122</td>
<td>Architectural Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ARC 201</td>
<td>Introduction to American Architecture</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electrical Technology Career**

**Degree offered**

Associate in Science in Engineering Technology (Electrical Technology Concentration)

**Credits required 60/63**

**Dean**

Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact

Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

**Program Code: TE**

**Concentration Code: ELC**

**Program Goals Statement**

This program prepares students to work as technicians in many positions for which training in electricity and electronics technology are required. Some of the most common areas with job opportunities are solar energy, industrial manufacturing, research and development laboratory, field service, technical writer, and technical sales.
Program Information

- All technical courses use computer applications, and laboratories are equipped with modern test equipment.
- Every technical course has a related laboratory, which provides hands-on experience.
- Students should be in a Math course every semester until they have completed their sequence.
- Summer courses will reduce fall and spring semester course loads.
- Not all courses are offered every year. Read course descriptions to plan course schedule.

After BCC

- Graduates can work as an equipment installation technician, central office technician, computer technician, engineering assistant, manufacturing lab technician, solar technician, field service and installation technician, or customer support specialist.
- If you plan to transfer to a four-year institution, speak with your advisor and visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Oral Communication

DEGREE REQUIREMENTS

General Education courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Historical Awareness - Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Humanities - Choose one

(May choose any Humanities elective, but the following are recommended.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARC 201</td>
<td>Introduction to American Architecture</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World Or Foreign Language Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Social Phenomenon - Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
</tbody>
</table>

HST 112 | The West and the World II | 3 |
HST 113 | United States History to 1877 | 3 |
HST 114 | United States History from 1877 | 3 |
HST 257 | History of Modern East Asia (China and Japan) | 3 |
PSY 271 | Global Leadership                         | 3 |
SOC 101 | Principles of Sociology                   | 3 |
SOC 212 | The Sociology of Social Problems          | 3 |
SOC 252 | The Sociology of Human Relations          | 3 |

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 132</td>
<td>Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
<tr>
<td>EGR 137</td>
<td>Digital Electronics</td>
<td>4</td>
</tr>
<tr>
<td>EGR 211</td>
<td>Programmable Control Systems</td>
<td>4</td>
</tr>
</tbody>
</table>

Program Courses - Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose two

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 160</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CED 220</td>
<td>Cooperative Work Experience II</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 171</td>
<td>Fluid Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 183</td>
<td>Energy Efficiency and Conservation Measures</td>
<td>3</td>
</tr>
<tr>
<td>EGR 235</td>
<td>Electronic Theory I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 282</td>
<td>Wind Power Technology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 284</td>
<td>Solar Power</td>
<td>4</td>
</tr>
<tr>
<td>EGR 299</td>
<td>Engineering Projects</td>
<td>3</td>
</tr>
</tbody>
</table>

One of the two program electives must be EGR.

Math and Science Courses

Choose Two Sequential Math Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 102</td>
<td>Technical Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

For students with adequate mathematics preparedness and interested in transfer, PHY 211 & PHY 212 can be substituted for PHY 101 & PHY 102.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
</tbody>
</table>
MTH 152 College Algebra 3
Or
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214 Calculus I 4

Recommended Course Sequence - Spring Semester 2
EGR 132 Electrical Circuits 4
PHY 102 Technical Physics II 4
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
Or
EGR 103 Computer Skills for Engineers and Technicians 3
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214 Calculus I 4
Or
MTH 215 Calculus II 4

Recommended Course Sequence - Fall Semester 3
ENG 102 Composition II: Writing about Literature 3
HST 113 United States History to 1877 3
Or
HST 114 United States History from 1877 3
Global Awareness Elective 3
Or
Humanities Elective 3
Program Elective 3
EGR 137 Digital Electronics 4

Recommended Course Sequence - Spring Semester 4
EGR 133 Computer Configuration and Repair 4
EGR 211 Programmable Control Systems 4
Global Awareness Elective 3
Or
Humanities Elective 3
Program Elective 3

ELECTRO-MECHANICAL WITH GREEN ENERGY TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Electro-Mechanical with Green Energy Concentration)

Credits required 62/69

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE

Concentration Code: EMO

Program Goals Statement
This program prepares students to work in high-tech industries as technical employees who can work on equipment that uses both electrical and mechanical engineering principles. Students, by selecting the recommended electives, can prepare themselves for employment in the expanding Green Technology industries of Solar Energy and Wind Power. Graduates, by selecting the recommended electives, may prepare themselves for transfer to a Bachelor of Science in Engineering Technology program.

Program Information
- This program is especially valuable to the person who wants technical diversity.
- It can open employment doors to many jobs that require multidisciplinary competencies.
- Students should be in a Math course every semester until they have completed their sequence.
- Summer courses will reduce fall and spring semester course loads.

After BCC
- Graduates work as engineering aides, field service technicians, technical representatives, maintenance technicians and automation technicians.
- If you plan to transfer to a four-year institution, speak with your advisor and visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication

DEGREE REQUIREMENTS

General Education Courses
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 113 United States History to 1877 3
Or
HST 114 United States History from 1877 3

Math and Science Courses
PHY 101 Technical Physics I 4
PHY 102 Technical Physics II 4
And choose one of the following
CHM 111 General College Chemistry I 4
CHM 113 Fundamentals of Chemistry I 4
And choose two of the following
MTH 152 College Algebra 3
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214  Calculus I  4
MTH 215  Calculus II  4

For students with adequate mathematics preparedness and interested in transfer, PHY 211 & 212 can be substituted for PHY 101 & 102.

General Education - Electives

ART 105  Survey of Art History I: Ancient through Renaissance Art  3
ART 106  Survey of Art History II: Modern Art  3
SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 252  The Sociology of Human Relations  3

Elective Courses - Choose one Humanities elective

Humanities elective: See General Education Competency Courses for Humanities course listings (ARC 201, COM 101, COM 114, COM 118, PHL 152, or foreign language recommended)

Core Courses

CAD 101  Computer Aided Drafting  3
EGR 137  Digital Electronics  4
EGR 211  Programmable Control Systems  4
EGR 251  Statics  3
EGR 131  Introduction to Electrical Circuits  4
EGR 151  Electrical Machinery  3

Choose one of the following

EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 103  Computer Skills for Engineers and Technicians  3

Core Elective - Choose four from the following

Technical Elective  3-4
Technical Elective  3-4
Technical Elective  3-4
Technical Elective  3-4

Technical Elective: Choose from EGR, CAD, CED 210, CED 220, GIS, or MTH 214

Choose one Lab Science elective

CHM 111  General College Chemistry I  4
CHM 113  Fundamentals of Chemistry I  4
EGR 141  Introduction to Environment  3
PHY 102  Technical Physics II  4

Suggested Technical Electives

Transfer EGR 132, EGR 172, EGR 254, MTH 214 (with CHM 113, MTH 171 & MTH 173)
Cooperative Education CED 210, CED 220
Solar Energy EGR 132, EGR 255, EGR 183, EGR 284 (w/ EGR 102, EGR 131 & PHY 102)

Wind Power CAD 172, EGR 124, EGR 183, EGR 282 (w/ EGR 102, EGR 151 & PHY 102)

Recommended Course Sequence - Fall Semester 1

CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
PHY 101  Technical Physics I  4
MTH 141  Technical Mathematics I  4
MTH 172  Pre-calculus with Trigonometry  4
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 103  Computer Skills for Engineers and Technicians  3
EGR 131  Introduction to Electrical Circuits  4
EGR 151  Electrical Machinery  3

Recommended Course Sequence - Spring Semester 2

CAD 101  Computer Aided Drafting  3
EGR 137  Digital Electronics  4
MTH 142  Technical Mathematics II  4
EGR 132  Global Awareness Elective  3
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 131  Computer Skills for Engineers and Technicians  3
EGR 151  Electrical Machinery  3

Recommended Course Sequence - Summer

Summer courses will reduce fall and spring semester course loads.

Recommended Course Sequence - Fall Semester 3

ENG 102  Composition II: Writing about Literature  3
EGR 211  Programmable Control Systems  4
EGR 251  Statics  3
EGR 132  Global Awareness Elective  3
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 131  Computer Skills for Engineers and Technicians  3
EGR 151  Electrical Machinery  3

Recommended Course Sequence - Spring Semester 4

HST 114  United States History from 1877  3
EGR 211  Programmable Control Systems  4
EGR 251  Statics  3
EGR 132  Global Awareness Elective  3
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 131  Computer Skills for Engineers and Technicians  3
EGR 151  Electrical Machinery  3
ENVIRONMENTAL TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology
(Environmental Concentration)

Credits required 67/71

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: TE
Concentration Code: ENV

Program Goals Statement
This program provides student with a broad understanding of the environment and current environmental issues. Students utilize their knowledge of water resources, environmental regulations, sampling techniques, and hazardous materials to prepare for state licensure examinations and entry-level environmental technician positions.

Program Information
• The Environmental Technology concentration is an interdisciplinary program which allows students to utilize their knowledge in science, mathematics, engineering and written and oral communication.
• Laboratories provide students with hands on training on skills and instrumentation utilized on the job.
• Field trips offer students the opportunity to see various facilities and meet with personnel currently working various environmental technology positions.
• Internships provide students with the opportunity to explore careers in their chosen areas and network with area professionals.

After BCC
• Graduates work as Water Treatment Plant Operators or Wastewater Treatment Plant Operators working for municipalities or private contract operations companies

• Graduates work for private Environmental Consulting Firms and as Environmental Technicians in various industrial areas.

Infused General Education Competencies
Oral Communication

DEGREE REQUIREMENTS

General Courses
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
HST 114  United States History from 1877  3

Elective Courses – choose one Global Awareness course
ART 105  Survey of Art History I: Ancient through Renaissance Art  3
ART 106  Survey of Art History II: Modern Art  3
SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 252  The Sociology of Human Relations  3

Elective Courses - Choose one Humanities course
Humanities Elective  3

Humanities elective: See General Education Competency Courses for Humanities course listings (ARC 201, COM 101, COM 114, COM 118, PHL 115, or foreign language recommended)

Core Courses
CAD 101  Computer Aided Drafting  3
CED 101  Work-Based Experience  1
CHM 120  Environmental Chemistry  4
EGR 141  Introduction to Environment  3
EGR 183  Energy Efficiency and Conservation Measures  3
EGR 244  Water Supply and Hydrology  4
EGR 245  Hazardous Waste/Waste Management  4
GIS 101  Introduction to Geographic Information Systems  3
GIS 102  Applications of Geographic Information Systems  3
MTH 214  Calculus I  4
CED 101: Student may choose CED 210 as Technical elective

Choose one of the following
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 103  Computer Skills for Engineers and Technicians  3

Core Electives – Choose three of the following
CED 210  Cooperative Work Experience  3
CED 220  Cooperative Work Experience II  3
MTH 214  Calculus I  4
Technical Elective: Any CAD, EGR, GLG or SCI

Math Courses - Choose one sequence
Math Courses - Choose one of the two sequences below
- MTH 141 Technical Mathematics I 4
  And
- MTH 152 College Algebra 3
  And
- MTH 172 Precalculus with Trigonometry 4

The MTH 152 and MTH 172 sequence above is for students with adequate mathematics preparedness and interested in transfer after BCC.

Science Courses
- CHM 120 Environmental Chemistry 4

Choose one of the following
- CHM 111 General College Chemistry I 4
- CHM 113 Fundamentals of Chemistry I 4
- CHM 115 Health Science Chemistry I 4

Suggested Technical Electives - Water Treatment
- GLG 101 Introduction to Physical Geology 4
- EGR 140 OSHA 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) 3
- EGR 151 Electrical Machinery 3
- SCI 112 Principles of Ecology 4

Suggested Technical Electives - Wastewater Treatment
- GLG 101 Introduction to Physical Geology 4
- SCI 112 Principles of Ecology 4
- GLG 101 Introduction to Physical Geology 4
- EGR 151 Electrical Machinery 3
- EGR 140 OSHA 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) 3
- EGR 241 Wastewater Technology I 3
- EGR 242 Wastewater Technology II 4

Environmental Tech (General): EGR 140, GLG 101, SCI 112

Hazardous Waste: EGR 140, GLG 101, EGR 241

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>CHM 111</td>
<td>General College Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 141</td>
<td>Technical Mathematics I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CHM 120</td>
<td>Environmental Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 142</td>
<td>Technical Mathematics II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

Summer courses will reduce fall and spring semester course loads. HST 114, Humanities Elective, Global Awareness Elective.

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 183</td>
<td>Energy Efficiency and Conservation Measures</td>
<td>3</td>
</tr>
<tr>
<td>EGR 245</td>
<td>Hazardous Waste/Waste Management</td>
<td>4</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Global Awareness Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 101</td>
<td>Work-Based Experience</td>
<td>1</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>EGR 244</td>
<td>Water Supply and Hydrology</td>
<td>4</td>
</tr>
<tr>
<td>GIS 102</td>
<td>Applications of Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>Global Awareness Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

ENGINEERING TECHNOLOGY/MARINE SCIENCE AND TECHNOLOGY CAREER

Degree offered

Associate in Science in Engineering Technology (Marine Technology)
Credits required 66/71

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: TE
Concentration Code: MRN

Program Goals Statement
This program is designed to prepare students as technicians working in various areas of the marine industry. Participants gain an understanding of mechanical and environmental marine systems and have the opportunity to select specialized courses in the areas of the marine trades, fisheries technology, and remotely operated vehicle (ROV) technology.

Program Information
- Choose electives to specialize if desired.
- Some courses in this program are only available in the evening and/or at satellite locations.
- EGR 162 and many marine industry careers require good physical health and the ability to swim. Students with issues in this area should discuss them with the program director before enrollment.

After BCC
- Graduates work as technicians in a variety of marine trades professions, such as fisheries observers, oceanography and hydrographic survey technicians, or remotely operated vehicle (ROV) technicians.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Choose one
HST 113 United States History to 1877 3
HST 114 United States History from 1877 3

Elective Courses
Humanities Elective 3
Social Phenomenon Elective 3

Math Courses - Choose one sequence
MTH 141 Technical Mathematics I 4
And
MTH 142 Technical Mathematics II 4
Or
MTH 152 College Algebra 3
And
MTH 172 Precalculus with Trigonometry 4

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
ENG 103 Computer Skills for Engineers and Technicians 3
EGR 141 Introduction to Environment 3
ENG 101 Composition I: College Writing 3
MTH 141 Technical Mathematics I 4
Or
MTH 152 College Algebra 3

Recommended Course Sequence - Spring Semester 2
ENG 102 Composition II: Writing about Literature 3
MTH 142 Technical Mathematics II 4
Or
MTH 172 Precalculus with Trigonometry 4
SCI 119 Coastal Science 4
BIO 121  Fundamentals of Biological Science I  4
Or
Technical Elective  3
EGR 268  Fisheries Technologies and Monitoring Techniques  4
Or
Technical Elective  3

Recommended Course Sequence - Summer
Summer courses will reduce fall and spring semester course loads.

Recommended Course Sequence - Fall Semester 3
Core Elective  3
EGR 151  Electrical Machinery  3
GIS 101  Introduction to Geographic Information Systems  3
HST 114  United States History from 1877  3

Recommended Course Sequence - Spring Semester 4
Core Elective  3
BIO 132  Marine Biology  4
ECN 112  Principles of Economics-Micro  3
SOC 101  Principles of Sociology  3

MECHANICAL TECHNOLOGY

Degree offered
Associate in Science in Engineering Technology (Mechanical Technology)

Credits required 61/63

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: MEC

Program Goals Statement
This concentration prepares students as technicians and mechanical designers. Students learn aspects of mechanical engineering such as strength of materials, materials science, fluid systems and computer-aided design.

Program Information

- Students gain hands-on experience with mechanical systems (hydraulics, pneumatics and mechanisms), materials, and computer-aided design
- Students should be in a Math course every semester until they have completed their sequence
- Take ENG 101, EGR 172, MTH, and PHY 101 first

- Summer courses will reduce fall and spring semester course loads

After BCC

- Graduates may work as mechanical/CAD designers, manufacturing, industrial and design technicians.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Education Courses
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3

Historical Awareness - Choose one
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3

Humanities - Choose one
(May choose any Humanities elective, but the following are recommended.)
ARC 201  Introduction to American Architecture  3
COM 101  Fundamentals of Public Speaking  3
COM 114  Professional Speaking  3
PHL 152  Ethics: Making Ethical Decisions in a Modern World  3
Or
Foreign Language Elective  3

Social Phenomenon - Choose one
ART 106  Survey of Art History II: Modern Art  3
GVT 111  U.S. Government  3
GVT 112  Comparative Government  3
HST 111  The West and the World I  3
HST 112  The West and the World II  3
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3
HST 257  History of Modern East Asia (China and Japan)  3
PSY 271  Global Leadership  3
SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 252  The Sociology of Human Relations  3

Program Courses
CAD 101  Computer Aided Drafting  3
CAD 111  Mechanical Design with Solidworks  3
EGR 151  Electrical Machinery  3
EGR 171  Fluid Systems  4
EGR 172  Material Science  4
EGR 251  Statics  3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td>4</td>
</tr>
</tbody>
</table>

**Program Electives - Choose one**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - Choose one**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 172</td>
<td>Mechanical Design using Inventor</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 112</td>
<td>Automated Machining</td>
<td>3</td>
</tr>
<tr>
<td>EGR 115</td>
<td>Manufacturing Processes &amp; Measurement</td>
<td>3</td>
</tr>
<tr>
<td>EGR 183</td>
<td>Energy Efficiency and Conservation Measures</td>
<td>3</td>
</tr>
<tr>
<td>EGR 211</td>
<td>Programmable Control Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 241</td>
<td>Wastewater Technology I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 255</td>
<td>Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 264</td>
<td>Oceanographic Technology</td>
<td>3</td>
</tr>
<tr>
<td>EGR 282</td>
<td>Wind Power Technology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 284</td>
<td>Solar Power</td>
<td>4</td>
</tr>
<tr>
<td>EGR 299</td>
<td>Engineering Projects</td>
<td>3</td>
</tr>
</tbody>
</table>

**Math and Science Courses**

Choose two sequential Math courses:

- MTH 152  College Algebra 3
- MTH 172  Precalculus with Trigonometry 4
- MTH 214  Calculus I 4
- MTH 215  Calculus II 4
- PHY 101  Technical Physics I 4
- PHY 102  Technical Physics II 4

For students with adequate Mathematics preparedness and that are interested in transfer, PHY 211 & PHY 212 can be substituted for PHY 101 & PHY 102.

**Recommended Program Electives**

For Design:

- CAD 172
- EGR 299

For Experiential Education:

- CED 210

For Manufacturing:

- EGR 115
- EGR 211

For Sustainability/Green Energy:

- EGR 183
- EGR 282
- EGR 284

For Transfer:

- CHM 113
- EGR 255

**Recommended Course Sequence - Fall Semester 1**

- CSS 101  College Success Seminar 1
- ENG 101  Composition I: College Writing 3
- EGR 102  Introduction to Sustainable and Green Energy Technologies 3
- Or
- EGR 103  Computer Skills for Engineers and Technicians 3
- EGR 172  Material Science 4
- MTH 152  College Algebra 3
- Or
- MTH 172  Precalculus with Trigonometry 4
- Or
- MTH 214  Calculus I 4

**Recommended Course Sequence - Spring Semester 2**

- ENG 102  Composition II: Writing about Literature 3
- PHY 101  Technical Physics I 4
- CAD 101  Computer Aided Drafting 3
- EGR 171  Fluid Systems 4
- MTH 172  Precalculus with Trigonometry 4
- Or
- MTH 214  Calculus I 4
- Or
- MTH 215  Calculus II 4

**Recommended Course Sequence - Fall Semester 3**

- EGR 151  Electrical Machinery 3
- EGR 251  Statics 3
- PHY 102  Technical Physics II 4
- Elective 3
- Elective 3

**Recommended Course Sequence - Spring Semester 4**

- EGR 254  Mechanics of Materials and Structures 4
- CAD 111  Mechanical Design with Solidworks ELECTIVE 3
- Elective 3

---

**ENGINEERING TECHNOLOGY/OFFSHORE WIND POWER TECHNOLOGY**

**Degree offered**

Associate in Science in Engineering Technology (Offshore Wind Power Technology)

**Credits required 62/63**

**Dean**

Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Program Goals Statement
This concentration prepares students to work as technicians for the offshore wind power industry. Students learn aspects of engineering technology such as electrical machinery, fluid systems, materials science and strength of materials, and gain hands-on experience with assembly, installation, operation and maintenance of wind power systems.

Program Information
• This program focuses on developing an understanding of engineering principles and applying them to solving technical problems.
• Students develop practical skills associated with the operation, maintenance and troubleshooting of mechanical systems (hydraulics, pneumatics, mechanisms and wind power devices).
• EGR 162, EGR 182 and many marine industry careers require good physical health and the ability to swim and climb. Students with issues in these areas should discuss them with the program coordinator before enrollment.
• Students who haven’t taken basic math courses in high school may complete math prerequisites at BCC.

Infused General Education Competencies
Oral Communication

DEGREE REQUIREMENTS

General Education Courses
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
PHY 101  Technical Physics I  4
SCI 240  Introduction to Oceanography  4

General Education Electives
Historic Awareness Elective  3
Humanities Elective  3
Quantitative and Symbolic Reasoning Elective  3-4
Social Phenomenon Elective  3

Program Courses
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 151  Electrical Machinery  3
EGR 162  Marine Safety  1
EGR 171  Fluid Systems  4
EGR 172  Material Science  4
EGR 182  Wind Industry Safety  2
EGR 251  Statics  3
EGR 254  Mechanics of Materials and Structures  4
EGR 282  Wind Power Technology  4
EGR 283  Wind Power Operations and Maintenance  4

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
EGR 151  Electrical Machinery  3
EGR 172  Material Science  4
MTH 152  College Algebra  3
Or
MTH 172  Precalculus with Trigonometry  4

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 171  Fluid Systems  4
EGR 182  Wind Industry Safety  2
PHY 101  Technical Physics I  4

Recommended Course Sequence - Fall Semester 3
EGR 251  Statics  3
EGR 282  Wind Power Technology  4
SCI 240  Introduction to Oceanography  4
Elective  3
Elective  3

Recommended Course Sequence - Spring Semester 4
EGR 162  Marine Safety  1
EGR 254  Mechanics of Materials and Structures  4
EGR 283  Wind Power Operations and Maintenance  4
Elective  3
Elective  3

After BCC
Graduates work as turbine and foundation installers and operation and maintenance (O&M) technicians in the land-based or offshore wind industry or in variety of marine trades profession including oceanography and hydrographic survey technicians, or remotely operated vehicle (ROV) technicians.
Engineering Transfer

ENGINEERING - TRANSFER

Degree offered
Associate in Science in Engineering Transfer (Engineering Transfer Concentration)

Credits required 65/71

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: ET
Concentration Code: ETS

Program Goals Statement
This concentration prepares students to transfer to engineering programs at four-year colleges and universities. Students choose core electives from an approved list based on an engineering discipline of their choice. Students who are not prepared for calculus can take the prerequisite math courses at BCC.

Program Information
• Students may also elect to be in the UMass Dartmouth/BCC Cooperative Education program.

After BCC
• Graduates of this program have successfully transferred to many four-year institutions, including Brown University, Northeastern University, University of Massachusetts, University of Rhode Island, and Worcester Polytechnic Institute.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication

DEGREE REQUIREMENTS

General Courses
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
ENG 215  Technical Writing  3

Choose one of the following
HST 113  United States History to 1877  3
Or
HST 114  United States History from 1877  3

Elective Courses
Humanities Elective  3
Social Phenomenon Elective  3

Humanities Elective: Choose from ARC 201, ART 105, ART 106, COM 160, ENG 217, ENG 251, ENG 252, ENG 257, ENG 259, ENG 261, ENG 264, HST 226, HST 252, HST 257, HST 259, HST 261, HST 265, HUM 160, HUM 254, PHL 101, or PHL 152

See General Education Competency Courses - Social Phenomenon (p. 488) for course listings: ECN 111, ECN 112, PHL 152, PSY 271 or SOC 101 recommended

Core Courses
EGR 204  Engineering Applications of MATLAB  1

Core Electives – Choose six of the following
BIO 121  Fundamentals of Biological Science I  4
BIO 122  Fundamentals of Biological Science II  4
BIO 126  Introduction to Biotechnology  3
CAD 101  Computer Aided Drafting  3
CAD 111  Mechanical Design with Solidworks  3
CAD 128  Civil Drafting and Design  3
CHM 114  Fundamentals of Chemistry II  4
CIS 158  Introduction to Procedural Programming  4
CIS 260  Software Specification and Design  4
EGR 103  Computer Skills for Engineers and Technicians  3
EGR 111  Fundamentals of Manual Machining  4
EGR 131  Introduction to Electrical Circuits  4
EGR 137  Digital Electronics  4
EGR 141  Introduction to Environment  3
EGR 151  Electrical Machinery  3
EGR 171  Fluid Systems  4
EGR 172  Material Science  4
EGR 211  Programmable Control Systems  4
EGR 221  Surveying I  4
EGR 222  Surveying II  4
EGR 231  Electrical Engineering I  3
EGR 232  Electrical Engineering I Laboratory  1
EGR 233  Electrical Engineering II  3
EGR 234  Electrical Engineering II Laboratory  1
EGR 251  Statics  3
EGR 253  Advanced Statics  1
EGR 254  Mechanics of Materials and Structures  4
EGR 255  Thermodynamics  3
EGR 272  Strength of Materials  4
EGR 231/EGR 233, EGR 232/EGR 234, EGR 251/EGR 253: Each pair (lecture/lab) counts as one course towards Core Electives requirement.

Math and Science Courses
CHM 113  Fundamentals of Chemistry I  4
MTH 214  Calculus I  4
MTH 215  Calculus II  4
MTH 253  Calculus III  4
MTH 254  Ordinary Differential Equations  3
PHY 211  General Physics I  4
PHY 212  General Physics II  4

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
CHM 113  Fundamentals of Chemistry I  4
ENG 101  Composition I: College Writing  3
Engineering Elective  3
MTH 214  Calculus I  4
Social Phenomenon Elective  3

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
Humanities Elective  3
MTH 215  Calculus II  4
PHY 211  General Physics I  4

Recommended Course Sequence - Summer
Summer courses will reduce fall and spring semester course loads.

Recommended Course Sequence - Fall Semester 3
Engineering Elective  3
MTH 253  Calculus III  4
PHY 212  General Physics II  4
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3

Recommended Course Sequence - Spring Semester 4
Engineering Elective  3
MTH 254  Ordinary Differential Equations  3
EGR 204  Engineering Applications of MATLAB  1
ENG 215  Technical Writing  3

Engineering Transfer Electives

BIO-ENGINEERING ELECTIVES

A rigorous, multi-disciplinary field that integrates engineering sciences, life sciences, bioresearch, and material design to prepare students for employment in the bioengineering, biomanufacturing, health care, public health and many other industries or to go on to medical or other graduate schools.

DEGREE REQUIREMENTS

Recommended electives for UMD
BIO 121  Fundamentals of Biological Science I  4
BIO 122  Fundamentals of Biological Science II  4
BIO 126  Introduction to Biotechnology  3
CHM 114  Fundamentals of Chemistry II  4
EGR 231  Electrical Engineering I  3
EGR 233  Electrical Engineering I Laboratory  1

CIVIL AND ENVIRONMENTAL ENGINEERING ELECTIVES

Plan, design, build, inspect and maintain a wide variety of facilities including bridges, roads and highways, industrial manufacturing, sanitation, water and wastewater treatment facilities. Civil engineers plan construction costs and materials, prepare drawings, and survey land.

Environmental engineers are involved with recycling and the prevention, control, or correction of pollution and other environmental hazards.

DEGREE REQUIREMENTS

Recommended electives for UMD
CAD 128  Civil Drafting and Design  3
CHM 114  Fundamentals of Chemistry II  4
EGR 221  Surveying I  4
EGR 222  Surveying II  4
EGR 251  Statics  3
EGR 253  Advanced Statics  1

ELECTRICAL AND COMPUTER ENGINEERING ELECTIVES

Design, develop, test, manufacture, and operate electrical and electronic equipment such as communication equipment, radar, industrial and medical measuring or process control devices, navigational equipment, computers, and computer networks. Computer engineers
work on both computer hardware and software (programming) problems.

**DEGREE REQUIREMENTS**

**Recommended electives for UMD**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 158</td>
<td>Introduction to Procedural Programming</td>
<td>4</td>
</tr>
<tr>
<td>CIS 260</td>
<td>Software Specification and Design</td>
<td>4</td>
</tr>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 137</td>
<td>Digital Electronics</td>
<td>4</td>
</tr>
<tr>
<td>EGR 231</td>
<td>Electrical Engineering I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 233</td>
<td>Electrical Engineering I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>EGR 232</td>
<td>Electrical Engineering II</td>
<td>3</td>
</tr>
<tr>
<td>EGR 234</td>
<td>Electrical Engineering II Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

**ENERGY SYSTEMS & FACILITIES ENGINEERING ELECTIVES**

These programs prepare graduates for careers in the energy industry undertaking engineering planning, design, and installation of various equipment and systems required for the generation, management and distribution of electrical power and in facilities engineering, management, and operations in positions providing for the safe, economical, and sustainable operation manufacturing plants, office buildings, hospitals, and power plants.

**DEGREE REQUIREMENTS**

**Recommended electives for Mass. Maritime**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 253</td>
<td>Advanced Statics</td>
<td>1</td>
</tr>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td>4</td>
</tr>
<tr>
<td>EGR 255</td>
<td>Thermodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

**MECHANICAL ENGINEERING ELECTIVES**

Perhaps the broadest of all engineering disciplines, mechanical engineering is generally combined into three areas: energy, structures and motion in mechanical systems, and manufacturing used in combination to design, develop, test, and manufacture industrial machinery, consumer products, and other equipment.

**DEGREE REQUIREMENTS**

**Recommended electives for UMD**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 231</td>
<td>Electrical Engineering I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 233</td>
<td>Electrical Engineering I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 253</td>
<td>Advanced Statics</td>
<td>1</td>
</tr>
<tr>
<td>EGR 255</td>
<td>Thermodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

**OTHER ENGINEERING DISCIPLINES**

Students in this program can prepare themselves to continue their degree at a variety of transfer institutions in the engineering discipline of their choice including:

- Aerospace & Automotive
- Biomedical & Biotechnology
- Chemical and Petroleum
- Industrial & Facilities
- Materials & Biomaterials

To ensure transferability, consult with your advisor, applicable transfer agreements, and/or transfer institutions before selecting electives.

**DEGREE REQUIREMENTS**

**FIRE SCIENCE TECHNOLOGY CAREER**

**Degree offered**

Associate in Science in Fire Science Technology

**Credits required 62/65**

**Dean**

Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**

Stephen Rivard, Coordinator of Fire Science Technology, stephen.rivard@bristolcc.edu

**Program Code**: FS

**Program Goals Statement**

This program will prepare a new student for a career in the public fire service or private Fire Science field such as the insurance industry and enhance career advancements of current firefighters. Degree gives a solid background in the Fire Science core curriculum and general education.

**Program Information**

- Courses are offered both days and evenings.
- Courses delivered via traditional classroom or online.
Recommended Electives
• CRJ 101 (p. 525) Introduction to Criminal Justice; CRJ 221 (p. 526) Juvenile Offenders; CRJ 256 (p. 526) Criminal Investigation; FIR 158 Plans Review; FIR 170 (p. 550) Emergency Care I; FIR 171 (p. 550) Emergency Care II; FIR 254 Report Writing; FIR 255 Related Fire Codes and Ordinances; FIR 260 Juvenile Fire Awareness.

After BCC
• Graduates are serving as local fire chiefs, captains, lieutenants, firefighters, fire inspectors, fire investigators, and insurance inspectors.
• Recent graduates have transferred to baccalaureate programs in Fire Science at Salem State College, Anna Maria College, and Providence College.
• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies
Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
COM 101 Fundamentals of Public Speaking 3
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Choose one 6-credit sequence
HST 111 The West and the World I 3
HST 112 The West and the World II 3
HST 113 United States History to 1877 3
HST 114 United States History from 1877 3

Choose one of the following
MTH 111 Technical Mathematics for Fire Science 3
MTH 141 Technical Mathematics I 4

MTH 141 recommended for transfer purposes

Choose one of the following
PSY 101 General Psychology 3
SOC 101 Principles of Sociology 3

Elective Courses

Elective Courses – Choose one of the following technical literacy electives
CIS 110 Basic Computing Skills 3
CIS 111 Introduction to Business Information Systems 3
CIS 113 Hospitality Management Information Systems 3
CIS 120 Programming: Logic, Design and Implementation 3
CIS 122 Internet Developer 3

Program Courses
FIR 111 Introduction to Fire Protection 3
FIR 113 Fundamentals of Fire Prevention 3
FIR 150 Fire Investigation 3
FIR 157 Leadership and Command 3
FIR 159 Building Construction for Fire Prevention 3
FIR 253 Firefighting Tactics and Strategy 3
FIR 261 Fire Hydraulics 3
FIR 262 Fire & Emergency Safety & Survival 3
FIR 263 Fire Protection Systems and Equipment 3

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
FIR 111 Introduction to Fire Protection 3
FIR 113 Fundamentals of Fire Prevention 3
FIR 150 Fire Investigation 3
FIR 157 Leadership and Command 3
HST 111 The West and the World I 3
HST 113 United States History to 1877 3
MTH 111 Technical Mathematics for Fire Science 3
MTH 141 Technical Mathematics I 4

Recommended Course Sequence - Spring Semester 2
ENG 102 Composition II: Writing about Literature 3
FIR 150 Fire Investigation 3
HST 112 The West and the World II 3
HST 114 United States History from 1877 3
**Program Information**

- Students should take any required developmental courses in their first semester.
- Students have access to outstanding state-of-the-art technology and learn from faculty in touch with the needs of industry, both locally and nationally. Courses are constantly evolving to reflect current trends.
- Students should be in a Math course every semester until they have completed their sequence.
- Courses are offered both days and evenings, are delivered via traditional classroom or online and taking summer courses can reduce fall and spring semester course loads.
- Students should consider completing certificates that contain required program courses that will complement their degree.

**After BCC**

- Students are encouraged to select a specific Applied Technology program including Computer Information Systems Engineering Technology, Fire Science or an Applied Technology Certificate(s).
- Graduates from these programs can:
  a. Serve as firefighters, fire inspectors, fire investigators, and insurance inspectors.
  b. Work as manufacturing and industrial technicians and designers.
  c. Start their own businesses or work as programmers, analysts, systems administrators, or software developers.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIT 113</td>
<td>Applied Technology Exploration</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose One Historical Perspectives Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Goals Statement**

This program provides students an opportunity to explore the Applied Technology programs available at the College. Completion of an Applied Technology program can prepare students for a wide variety of careers including programming positions in business and industry with a Computer Information Systems degree, technicians and designers positions with an Engineering Technology degree or positions in the public or private insurance field with a Fire Science degree.
Choose One Program Exploratory Course

CIS 120  Programming: Logic, Design and Implementation
CIS 121  Operating Systems
EGR 124  Soils and Foundations
EGR 137  Digital Electronics
EGR 141  Introduction to Environment
EGR 172  Material Science
FIR 111  Introduction to Fire Protection

Program Electives

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as early as possible.

Recommended electives include: ARC, BIO, BUS, CAD, CED, CIS, CIT, EGR, FIR, GIS, GLG, HLT, MAN, MTH, OFC, OFP, PHY, SCI, SSC, COM 102, ENG 215, and CHM 111 or higher.

NOTE TO STUDENTS - When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation is a set of courses (34 credits) that are accepted at all Massachusetts community colleges, state universities and the University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

CIT 113  Applied Technology Exploration
COM 101  Fundamentals of Public Speaking
CSS 101  College Success Seminar
ENG 101  Composition I: College Writing
MTH 152  College Algebra

Recommended Course Sequence - Spring Semester 2

ENG 102  Composition II: Writing about Literature
PHY 101  Technical Physics I
SOC 101  Principles of Sociology
Or
HST 113  United States History to 1877
Or
HST 114  United States History from 1877
Program Exploratory Course
BUS 115  Fundamentals of an Enterprise

Recommended Course Sequence - Fall Semester 3

Program Electives

Recommended Course Sequence - Spring Semester 4

Program Electives

GENERAL STUDIES/BUSINESS AND ENTREPRENEURIAL STUDIES

Degree offered

Credits required 60

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Coordinator of General Studies and Professor of Office Administration, carol.martin@bristolcc.edu

Program Code: GS

Concentration Code: B

Program Goals Statement

This program provides students an opportunity to explore the Business, Hospitality Management and Office Administration Programs. These programs provide training in the various organizational functions, critical thinking, problem-solving, and communication skills students need to compete in today’s global business environment. Many of these programs share common courses so students can switch easily between concentrations.

Program Information

• Students should take any required developmental courses in their first semester.
• This program is designed for students who plan to enter the workforce immediately after graduation.
• This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into a variety of business-related career fields.
• Prior Learning Assessment (PLA) credit is available to students for some program and general education courses with approval by the appropriate Department Chairperson.
• Students should consider completing certificates that contain required program courses that will complement their degree.

After BCC

• Students are encouraged to select a specific business studies program, including Business Administration, Hospitality Management, Executive Office Administration or a Certificate(s) in these disciplines.
• Graduates from these programs can:
  a. Seek employment as accountants, tellers, broker assistants, loan service representatives, customer service and insurance representatives, junior
financial analysts, shift supervisors, or start their own businesses.

b. Work in tourism, casino, hotel, and food service management positions.

c. Become administrative assistants and office managers in all types of offices and corporations.

• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose one Program Exploratory Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose One Technical Literacy Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

Technical Literacy Elective - Waived for students who have successfully completed two online courses.

Elective Courses

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scientific Reasoning and Discovery Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

See General Education Competency Courses - Scientific Reasoning and Discovery for course listings.

Program Electives

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required general courses as early as possible.

Recommended Electives (provided the prerequisite(s) has been met) include: ACC, BNC, BUS, CED, CIS, CIT, COM, HOS, LSM, MAN, MAR, OFC, PRM, PSY, RMN, and SOC.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation is a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Electives</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

GENERAL STUDIES/EDUCATIONAL STUDIES

Degree offered

Associate in Arts in General Studies (Educational Studies)

Credits required 60

Dean

Ulli Ryder, ulli.ryder@bristolcc.edu

Program contacts

Catherine Adamowicz, Coordinator of Elementary Education & Liberal Arts and Sciences - Humanities, and Professor of English, catherine.adamowicz@bristolcc.edu

Ravitha Amarasingham, Department Chair and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: GS

Concentration Code: GSED

Program Goals Statement
This program concentration provides students an opportunity to explore the Education programs available at the College, including Early Childhood, Elementary and Deaf Studies Education. These programs enroll individuals aspiring to become educators of preschool, kindergarten, and grades 1 - 6. Employment as educators in these fields require candidates to complete a Bachelor’s degree for initial certification by the Commonwealth of Massachusetts. To make this transfer smoother, the College has transfer agreements with several colleges and universities.

Program Information

- Students in all Education programs are required to submit to a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from engaging in any field-related course work, including Teaching Practicum.

- Students interested in the Early Childhood Education programs must pass a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood to prove immunity) to be accepted. A TB test is required each year. Health insurance is also required.

- For students interested in Deaf Studies Education who have taken non-credit "sign language classes" in the past, or are heritage signers(Deaf/signing family) or have taken two or more ASL classes in high school with a "B" or better, should meet with the program director.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Education Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Humanities Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>PHL 153</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Laboratory Science Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one Program Exploratory Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Technical Literacy Course

Waived for students who have successfully completed two (2) online courses.

Program Electives

- Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

- Students should complete the required General Courses as early as possible.

- Recommended Electives (provided the Admissions' requirements and other prerequisites have been met) include: ASL, COM, DST, ECE, EDU, GVT, HST, HUM, MTH, ENG, PHL, PSY, SOC, and SSC.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education Or</td>
<td>3</td>
</tr>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>
Students should complete required developmental courses without delay.

**Recommended Course Sequence - Spring Semester 2**
- **Program Exploratory Course**
- **Humanities Elective** 3
- **ENG 102 Composition II: Writing about Literature** 3
- **HST 113 United States History to 1877** 3
- **Lab Science Elective** 4

**Recommended Course Sequence - Fall Semester 3**
- **COM 101 Fundamentals of Public Speaking** 3
- **Program Electives**

**Recommended Course Sequence - Spring Semester 4**
- **Program Electives**

---

**GENERAL STUDIES CAREER OR TRANSFER**

**Degree offered**
Associate in Arts or Associate in Science in General Studies (Career or Transfer)

**Credits required 60**

**Dean**
William Berardi, william.berardi@bristolcc.edu

**Program contact**
Carol Martin, Coordinator of General Studies and Professor of Office Administration, carol.martin@bristolcc.edu

**Program Code:** GS

**Program Goals Statement**
The General Studies program is ideal for students who want to explore various fields of study and/or career options. As an undecided freshman, it allows you to mold your class schedule to try a wide variety of subjects that you find interesting. Students who have a very specific goal in mind for their future can take classes that fit their goals. General Studies is perfect for students who wish to create their own disciplinary program and not be limited to the programs available through the College.

**Program Information**
- Learn how to think critically, communicate effectively, and pull together knowledge from many disciplines--skills you will need to be successful in almost any career.
- Students will acquire a broad-based education.
- General Studies can be perfect for students who use its lack of structure to their advantage and mold it to their individual needs.

**After BCC**
- Graduates receive an excellent preparation to continue education and achieve a bachelor's degree.
- Graduates continue school in a variety of disciplines, including art, media arts, public relations, entertainment, sales, law enforcement, law school, health professions, and other graduate programs.
- Students may seek employment in a variety of fields.

**DEGREE REQUIREMENTS**

**General Courses**
- **COM 101 Fundamentals of Public Speaking** 3
- **CSS 101 College Success Seminar** 1
- **ENG 101 Composition I: College Writing** 3
- **ENG 102 Composition II: Writing about Literature** 3

Choose one of the following:
- **HST 111 The West and the World I** 3
- **HST 112 The West and the World II** 3
- **HST 113 United States History to 1877** 3
- **HST 114 United States History from 1877** 3

Choose one of the following:
- **SOC 101 Principles of Sociology** 3
- **SOC 212 The Sociology of Social Problems** 3
- **SOC 252 The Sociology of Human Relations** 3

**Elective Courses**
- Science Elective 3-4
- Multicultural Perspective Elective 3
- Quantitative and Symbolic Reasoning Elective 3-4
- Technical Literacy Elective 0-3

- Science elective: Choose from transfer electives and elective recommendations.
- Technical Literacy: Waived for students who have successfully completed two (2) online courses. See General Education Competency courses - Technical Literacy (p. 491) for course listings.
- Multicultural Perspective: See General Education Competency courses - Multicultural Perspective (p. 488) for course listings.
- Quantitative/Symbolic Reasoning: See General Education Competency courses - Quantitative/Symbolic Reasoning (p. 487) for course listings.

**Program Electives**
Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

Students should complete the required 24 credits as early as possible.

**NOTE TO STUDENTS:** When you meet with your advisor, discuss choosing electives to satisfy the
MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

**Recommended Course Sequence - Fall Semester 1**

CSS 101  
College Success Seminar 1
Elective 3
Quantitative and Symbolic Reasoning Elective 3-4
ENG 101  
Composition I: College Writing 3
History Elective 3

Students should complete required developmental courses without delay.

**Recommended Course Sequence - Spring Semester 2**

ENG 102  
Composition II: Writing about Literature 3
Free Elective 3
Science Elective 3-4
Multicultural Perspective Elective 3
SOC 101  
Principles of Sociology 3
Or
SOC 212  
The Sociology of Social Problems 3
Or
SOC 252  
The Sociology of Human Relations 3

**Recommended Course Sequence - Fall Semester 3**

Electives
COM 101  
Fundamentals of Public Speaking 3

**Recommended Course Sequence - Spring Semester 4**

Electives
Technical Literacy Elective 3

GENERAL STUDIES/HEALTH & LIFE SCIENCES STUDIES

**Degree offered**

Associate in Science in General Studies (Health & Life Sciences Studies)

**Credits required 60**

Dean
Sarmad Saman, Mathematics, Science and Engineering, sarmad.saman@bristolcc.edu

Program contact
Michael Sipala, michael.sipala@bristolcc.edu

Program Code: GS
Concentration Code: GSH

**Program Goals Statement**

This program provides students an opportunity to explore the Health & Life Sciences programs available at the College. It can also help prepare students for application to the College's Health Sciences programs. It does not guarantee admission to any competitive admission program but does guide students in choosing courses that provide sound preparation for admission to those programs. Completion of a Health or Life Sciences degree can prepare students for a wide variety of careers in health, biotechnology or veterinary-related fields or for transfer to a four-year college or university Life Science program.

**Program Information**

- Students should take any required developmental courses in their first semester. College level reading and math skills are necessary to be successful in this program. Failure to complete these in a timely manner could adversely impact student performance and admission into competitive admission programs.

- Students have access to outstanding state-of-the-art laboratories and learn from faculty in touch with the needs of local healthcare providers. Courses reflect current clinical and scientific trends.

- Many courses are offered days and evenings and delivered in traditional face to face or online delivery formats. It is strongly advised to take summer courses to reduce fall and spring semester course loads.

- Students should consider completing certificates that contain required program courses that will complement their degree.

**After BCC**

- Students are encouraged to select and apply for a specific Health or Life Science program Biology, Biotechnology, Dental Hygiene, Nursing Occupational Therapy, Clinical Lab Science, Health Information Management, Veterinary Healthcare Assistant and/or a Health or Life Sciences Certificate(s).

- While enrollment in this program does NOT guarantee admission to any competitive admission program, many successful Health Science graduates began their college careers in the General Studies or Liberal Arts programs. Admission to Health Sciences is competitive, but this program provides students a structured way to complete the necessary courses to make themselves better prepared candidates. Refer to the specific program description elsewhere in the catalog for Admissions standards for your program of interest.

- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.bristolcc.edu/transfer
DEGREE REQUIREMENTS

General Courses
BIO 233  Human Anatomy and Physiology I  4
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
MTH 119  Fundamental Statistics  3
PSY 101  General Psychology  3
SOC 101  Principles of Sociology  3

Choose one of the following
BIO 111  General Biology I  4
BIO 121  Fundamentals of Biological Science I  4

For Career Programs, take BIO 111.
For Transfer Programs, take BIO 121.

Choose one Historical Perspectives Course
HST 111  The West and the World I  3
HST 112  The West and the World II  3
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3

Choose one Humanities Course
COM 101  Fundamentals of Public Speaking  3
PHL 152  Ethics: Making Ethical Decisions in a Modern World  3
SCI 125  Social and Ethical Issues in Science, Technology, and Health Science  3

Choose one Program Exploratory Course
ANS 101  Introduction to Animal Care & Management  3
BIO 127  Introduction to Biotechniques  4
CHM 111  General College Chemistry I  4
CHM 113  Fundamentals of Chemistry I  4
CHM 115  Health Science Chemistry I  4
HLT 106  Medical Language  3
HLT 116  Introduction to Healthcare  3
MAA 101  Medical Terminology  3
PSY 252  Child Development  3

For programs in which HLT 101, HLT 102, or HLT 106 are required, MAA 101 does not substitute for them.

Choose one Multicultural Perspective Elective
Multicultural Perspective Elective  3

Courses that fulfill the Multicultural Perspective Requirements (p. 488)

Technical Literacy Elective
Waived for students who have successfully completed two (2) online courses.

Program Electives
• Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.
• Students should complete the required General Courses as early as possible.
• Recommended Electives (provided the Admissions requirements and other prerequisites have been met) include: ANS, BIO, CED, FIR, HLT, MAA, OFC, SCI, SER, SOC and CHM 111 or higher.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1
MTH 119  Fundamental Statistics  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
HST 113  United States History to 1877  3

Recommended Course Sequence - Spring Semester 2
BIO 233  Human Anatomy and Physiology I  4
ENG 102  Composition II: Writing about Literature  3
SOC 101  Principles of Sociology  3
PSY 101  General Psychology  3

Recommended Course Sequence - Fall Semester 3
HST 113  United States History to 1877  3

Recommended Course Sequence - Spring Semester 4
BIO 233  Human Anatomy and Physiology I  4

Technical Literacy Elective
Waived for students who have successfully completed two (2) online courses.
Program Electives

**Recommended Course Sequence - Spring Semester 4**

Program Electives

Students who intend to transfer to another college or university should select the General Studies (MassTransfer) program.

Completion of this program option does not imply or guarantee acceptance into any of Bristol Community College’s health career programs.

**GENERAL STUDIES/HUMANITIES AND ARTS STUDIES**

**Degree offered**

Associate in Arts in General Studies (Humanities and Arts Studies)

**Credits required 60**

Dean

Ulli Ryder, ulli.ryder@bristolcc.edu

Program contact

Catherine Adamowicz, Coordinator of Humanities and Arts Studies and Professor of English, cadamowicz@bristolcc.edu

Program Code: GS

Concentration Code: HA

**Program Goals Statement**

This program provides students an opportunity to explore the Humanities and Arts programs available at the College, including Art Transfer, Communication Transfer, Deaf Studies and the Humanities Transfer concentration of the Liberal Arts Program. These programs provide a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in these disciplines. Humanities and arts students will explore the fundamentals of human communication in theory and practice, and analyze historic and contemporary role of these disciplines in an increasingly diverse society. These programs can also prepare students for careers in design, the performing and visual arts or working with the Deaf or hard of hearing.

**Program Information**

- Humanities programs vary greatly from one another here and at four-year institutions. Students whose exploration uncovers a new, unforeseen passion or interest in one of our humanities areas should contact the specific program coordinator associated with that area as soon as possible to discuss their options and best course of action. Specific program coordinators can also assist you with choosing free electives that are available to you.
- Students interested in Art Transfer programs should meet with the program director to discuss the process of building a strong portfolio for use in transferring or towards the job market and be aware that some studio art courses are offered only one semester.
- Students interested in Communication Transfer programs should meet with the program director to discuss field-based learning opportunities in areas related to mass communication, organizational communication, or public communication.
- BCC offers several Deaf Studies concentrations to meet a student’s career and academic goals. Students interested in these programs who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) or have taken two or more ASL classes in high school, with a B or better, should meet with the program director to discuss placement options.
- Students interested in the Humanities Transfer concentration of the Liberal Arts program should meet with the program director to discuss humanities transfer opportunities and agreements.

**After BCC**

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements that guarantee admission and credit transfer.
- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125 Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose One Social Phenomenon Course**

| PSY 101 General Psychology     | 3 |
| SOC 101 Principles of Sociology | 3 |

**Choose one History Course**

| HST 113 United States History to 1877 | 3 |
| HST 114 United States History from 1877 | 3 |

**Choose two Humanities and Arts Courses**

| ART 111 Drawing I          | 3 |
| ART 121 Two-Dimensional Design | 3 |
| ART 131 Three-Dimensional Design | 3 |
COM 106 Introduction to Communication and College Success 3
COM 111 Mass Communication 3
DST 101 Introduction to Deaf Studies 4
DST 110 Deaf Culture 3
Foreign Language Elective 3
THE 101 Introduction to the Theatre 3
THE 112 Actor's Workshop 3

Choose one Technical Literacy Course
ART 260 Computer Graphics 3
COM 157 Television Production 3
COM 159 Video Field Production and Editing 3
THE 135 Stagecraft (Fall) 2
THE 136 Stagecraft (Spring) 2

Waived for students who have successfully completed two online courses.

Choose one Scientific Reasoning and Discovery Course
Lab Science Elective 4

Additional Program Electives
Lab Science Elective 4

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as soon as possible.

Recommended Electives include: ARC, ART, ASL, COM, CVC, DAN, DSC, DST, ENG, FRN, HUM, MUS, PHL, POR, SUS.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

CSS 101 College Success Seminar 1
MTH 125 Modern College Mathematics 3
Humanities Elective 3
ENG 101 Composition I: College Writing 3
PSY 101 General Psychology 3
SOC 101 Principles of Sociology 3

Recommended Course Sequence - Spring Semester 2

Humanities Elective 3
ENG 102 Composition II: Writing about Literature 3
Technical Literacy Elective 3
COM 101 Fundamentals of Public Speaking 3
Scientific Reasoning and Discovery Elective 3-4

Recommended Course Sequence - Fall Semester 3

HST 113 United States History to 1877 3

HST 114 United States History from 1877 3
Program Electives

Recommended Course Sequence - Spring Semester 4
Program Electives

GENERAL STUDIES/LEGAL & SOCIAL STUDIES

Degree offered
Associate in Science in General Studies (Legal & Social Studies)

Credits required 60

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
TBD

Program Code: GS
Concentration Code: LS

Program Goals Statement
This program provides students an opportunity to explore the Social Sciences and Legal Studies programs available at the College. These programs prepare students for positions in the criminal justice and social services system or for transfer into a baccalaureate, degree-granting institution in their chosen social sciences or legal discipline. Developing and practicing helping relationships are emphasized in these programs. It can also prepare current practitioners for career advancement.

Program Information

- Students should take any required developmental courses in their first semester.
- The skills developed provide excellent job mobility in some of the fastest growing professions in America. Students can work in general position or specialize in a wide variety of fields within business, professional, and government entities.
- The faculty represent all of the major fields of the criminal justice, legal and social services systems, and students benefit from their years of formal study and professional experience.
- Prior Learning Assessment (PLA) credit is available to students for some program and general education courses with approval by the appropriate Department Chairperson.
- Students should consider completing certificates that contain required program courses that will complement their degree.
After BCC

- Students are encouraged to select a specific social and legal studies program, including Criminal Justice, CIS-Computer Forensics, Human Services, Deaf Studies-Human Services, OFC-Legal Office Concentration, Paralegal or a Certificate(s) in these disciplines.

- Graduates from these programs can:
  a. Work in law enforcement agencies, the private commercial sector, and law firms as state and local police, correctional and probation officers and computer forensics technicians.
  b. Be employed in a variety of settings, including law firms, corporate law departments, financial institutions, government agencies, or courts.
  c. Transfer to Bachelors programs in Social Work, Sociology, or Psychology.

- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses
- COM 101 Fundamentals of Public Speaking 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- HST 114 United States History from 1877 3
- MTH 119 Fundamental Statistics 3

Choose one Sociology Course
- SOC 101 Principles of Sociology 3
- SOC 252 The Sociology of Human Relations 3

Choose Two Program Exploratory Courses
- CRJ 101 Introduction to Criminal Justice 3
- CRJ 113 Criminal Law 3
- LGL 180 Introduction to Law 3
- PLS 100 Introduction to Paralegal Studies and Legal Ethics 3
- PLS 121 Family Law and Procedure 3
- PSY 101 General Psychology 3
- SER 101 Introduction to Social Welfare 3

Electives
- Scientific Reasoning and Discovery Elective 3-4
- PLS 105 Law Office Management 3
- LGL 160 Law Office Technology 3

Technical Literacy Elective - Waived for students who have successfully completed two online courses.

Program Electives

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

Students should complete the required General courses as early as possible.

Recommended Electives (provided the prerequisite(s) have been met) include: ACC, ASL, CED, CIS, CIT, COM, CCRJ, DST, ECN, FIR, GIS, GVT, HLT, HST, LGL, OFC, PLS, PHL, PSY, SER, SOC, or Foreign Language.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1
- COM 101 Fundamentals of Public Speaking 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- MTH 119 Fundamental Statistics 3
- SOC 101 Principles of Sociology 3
  or
- SOC 252 The Sociology of Human Relations 3

Recommended Course Sequence - Spring Semester 2
- ENG 102 Composition II: Writing about Literature 3
- HST 114 United States History from 1877 3
- Technical Literacy Elective 3
- Program Exploratory Course 3
  or
- Scientific Reasoning and Discovery Elective 3-4

Recommended Course Sequence - Fall Semester 3
- Program Electives
- PLS 105 Law Office Management 3
- LGL 160 Law Office Technology 3
  or
- Technical Literacy Elective 3

Recommended Course Sequence - Spring Semester 4
- Program Electives

GENERAL STUDIES/STEM TRANSFER STUDIES

Degree offered

Associate in Science in General Studies (STEM Transfer Studies)

Credits required 60
Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Dan Avedikian, STEM Coordinator and Professor of Mathematics, dan.avedikian@bristolcc.edu

Program Code: GS
Concentration Code: TBD

Program Goals Statement
This program provides students an opportunity to explore the Science, Technology, Engineering and Mathematics (STEM) Transfer programs available at the College. Completion of a STEM program can prepare students to transfer to a wide variety of bachelor's degree fields including: Biology, Biotechnology, Chemistry, Computer Science, Engineering Science, Information Systems, Mathematics and Physics.

Program Information
• Students should take any required developmental courses in their first semester.
• Students have access to outstanding STEM laboratory facilities and learn from faculty involved in state-of-the-art research activities. Courses are constantly evolving to reflect current trends.
• Students should be in a Math course every semester until they have completed their sequence.
• Courses are offered both days and evenings, are delivered via traditional classroom or online, and taking summer courses can reduce fall and spring semester course loads.
• Students should consult applicable Transfer Agreements and/or desired transfer institution to insure the transferability of courses.

After BCC
• Students are encouraged to select a specific STEM Transfer program, including Computer Science and Information Systems Transfer, Engineering Transfer, Liberal Arts Math and Science Concentration or Life Sciences Biology Concentration, before completing more than 32 credits.
• Recent graduates have transferred to Bridgewater, Brown, Bryant, Northeastern, Rhode Island College, Roger Williams, University of Massachusetts at Amherst and Dartmouth, University of Rhode Island, Wentworth Institute of Technology and Worcester Polytechnic Institute.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose One Historical Perspectives Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose Two Mathematics Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one Technical Literacy Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Science Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

Program Electives

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as early as possible.

Recommended electives (provided include: AGR, BIO, BUS, CAD, CED, CIS, CIT, EGR, GLG, MTH, PHY, SCI, ENG 215, and CHM 114 or higher.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that are accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)
Recommended Course Sequence - Fall Semester 1
CHM 113  Fundamentals of Chemistry I  4
COM 101  Fundamentals of Public Speaking  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
MTH 152  College Algebra  3
Or
MTH 172  Precalculus with Trigonometry  4

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
HST 113  United States History to 1877  3
Or
HST 114  United States History from 1877  3
MTH 172  Precalculus with Trigonometry  4
Or
MTH 214  Calculus I  4
Technical Literacy Elective  3
Science Elective  3-4

Recommended Course Sequence - Fall Semester 3
PHL 152  Ethics: Making Ethical Decisions in a Modern World  3
Program Electives

Recommended Course Sequence - Spring Semester 4
Program Electives

HEALTH INFORMATION MANAGEMENT

Degree offered
Associate in Science in Health Information Management

Credits required 70

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lynne Brodeur, Dean of Health Sciences, lynne.brodeur@bristolcc.edu
Program Code: HC

Program Goal Statement
The goal of the Health Information Management Program is to prepare competent entry-level Health Information Technicians eligible to take the national certification exam to become credentialed as Registered Health Information Technicians (RHIT). Graduates are prepared for employment in a variety of healthcare facilities such as physician offices, hospitals, long term care or rehabilitation facilities, clinics and vendors.

Applicants with completed applications meeting minimum criteria by Feb. 1 will be given priority consideration for admission.

Pre-Admission Requirements

- English (high school or college) with a minimum grade of B.
- Algebra I (high school or college) OR HIGHER with a minimum grade of B.
- Chemistry with a lab or Biology with a lab (high school or college) with a minimum grade of B or higher.
- Students must complete the math and science courses required for admission and program degree completion within 5 years of priority application deadline to the program.
- Exemption: Graduates having earned a Medical Coding Certificate from a regionally accredited institution within the last 5 years.
- Applicants must have a grade point average (GPA) of 3.0 or higher in the aforementioned pre-admission courses.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Program Information

- The Health Information Management Program prepares students to become Registered Health Information Technicians. Employment prospects for graduates are excellent. The Bristol Community College program is accredited by the Commission on Accreditation Health Information and Information Management.
- Once accepted into the Health Information Management Career Program, students must complete the courses in the required sequence. Students must complete the math and science courses required for admission and program degree completion within five (5) years of application to the program.
- The program specific courses other than the Professional Practice Experiences (PPEs) are primarily offered online.
- During the second year of the program students are assigned to Professional Practices Experiences (PPEs) at healthcare provider organizations throughout southeastern Massachusetts and Rhode Island. Students are responsible for providing their own transportation.

Program Accreditation

- The Health Information Management Program is accredited by the Commission on Accreditation for Health Informatics and Information Management
Education (CAHIIM). Program graduates are eligible to apply to sit for the National Qualifying Examination for Certification as a Registered Health Information Technician.

- The 2013-2014 Graduate Satisfaction Rate and Employer Satisfaction Rate was 100%.

### After BCC

- Graduates have worked in such positions as Health Information Management Department Managers, Supervisors, Medical Coding and Reimbursement Specialists and Coding Validators, Health Information Technicians, Electronic Medical Record Project Managers, and Data Integrity/Quality Specialists.

### Infused General Education Competencies

Multicultural Perspective

### DEGREE REQUIREMENTS

#### General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 120</td>
<td>Healthcare Statistics</td>
<td>1</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
<tr>
<td>HCI 215</td>
<td>Healthcare Quality Management</td>
<td>1</td>
</tr>
<tr>
<td>HCI 217</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HCI 219</td>
<td>Health Information Security</td>
<td>3</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
<td>3</td>
</tr>
<tr>
<td>HCI 262</td>
<td>HIM Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 264</td>
<td>Health Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>HCI 266</td>
<td>RHIT Exam Preparation</td>
<td>1</td>
</tr>
<tr>
<td>HCI 268</td>
<td>HIM Professional Practice</td>
<td>3</td>
</tr>
<tr>
<td>HLT 124</td>
<td>Basic Pharmacology for Health Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HCI 120</td>
<td>Healthcare Statistics</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
<tr>
<td>HCI 215</td>
<td>Healthcare Quality Management</td>
<td>1</td>
</tr>
<tr>
<td>HCI 217</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HCI 219</td>
<td>Health Information Security</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HCI 262</td>
<td>HIM Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 264</td>
<td>Health Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>HLT 124</td>
<td>Basic Pharmacology for Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
<td>3</td>
</tr>
<tr>
<td>HCI 266</td>
<td>RHIT Exam Preparation</td>
<td>1</td>
</tr>
<tr>
<td>HCI 268</td>
<td>HIM Professional Practice</td>
<td>3</td>
</tr>
<tr>
<td>HLT 124</td>
<td>Basic Pharmacology for Health Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

### Additional Requirements and Costs

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A
TB test is required each year. Health Insurance is required. Students are responsible for associated costs such as textbooks, lab supplies, professional liability insurance, and must carry personal health insurance throughout enrollment in the program. Students must provide their own transportation to clinical assignments.

Transportation to Professional Practice Experience (PPE) sites is the student’s responsibility. Students should be prepared to travel an hour or more from campus. Students are advised to decrease outside work obligations during PPE placement. The availability of PPE sites depends on the ability of healthcare providers to accept students. Contracted healthcare sites may have additional requirements.

**Criminal Offender Record Information and Sex Offender Registry Information Checks**

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A CORI will be required for each PPE site in addition to the CORI upon admission. A positive CORI/SORI check may prevent individuals from working in contracted health facilities, which could prevent students from completing the program objectives.

**Essential Functions in the Health Information Management Program**

Graduates from the Health Information Management program are required to possess the following abilities:

- Mobility sufficient to allow access to areas within the healthcare facility in which healthcare information is generated, stored, and analyzed.
- Communication skills sufficient to allow for communication with fellow healthcare information staff and professionals, healthcare facility staff and providers, clients of the facility and their families, and individuals from outside of the facility who seek information regarding clients.
- Sufficient hearing skills to successfully interact with all team members.

**Grade Requirements**

Students must receive a minimum grade of “C” in all required Health Information Management courses (HCI), ENG 101, HLT 106, HLT 124, BIO 115 and MTH 119.

Failure to earn a “C” or better in required courses will require a repeat of that course. Application for readmission (allowed once only) is dependent upon available space. Students must successfully complete all required coursework, program objectives, Professional Practice Experiences (PPEs), and competencies to graduate.

**Hospitality Management**

**HOSPITALITY MANAGEMENT/CASINO**

**Degree offered**

Associate in Applied Science in Hospitality Management - Casino Management Concentration

**Credits required 61-64**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

**Program Code:** HMC

**Program Goals Statement**

The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, Convention and Visitors Bureau or special event planning companies.
Program Information

• Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admission, More Information).
• Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
• Students requiring developmental courses in math, reading or English, must complete those courses prior to entering the concentration of their choice.
• This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
• Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
• Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
• All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

After BCC

This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

• Tour escorts
• Convention and Visitors Bureau Coordinator
• Hotel Sales and Marketing Manager
• Lodging Concierge
• Casino Dealer or Floor Supervisor
• Tourism Destination Guide
• Hotel Front Desk Clerk or Housekeeping Supervisor
• Cruise Ship Employee
• Dining Room Supervisor

DEGREE REQUIREMENTS

General Courses
CED 210 Cooperative Work Experience 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Elective Courses
History Elective 3
Science Elective 3-4

Core Courses
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
BUS 155 Business Ethics 3
CUL 160 Introduction to Hospitality Food Services 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 137 Event Management and Marketing 3
HOS 140 Introduction to Casino Operations 3
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3
HOS 141 Casino Loss Prevention 3
HOS 142 Gaming and Social Policy 3
HOS 150 Introduction to Casino Games 2

Choose two of the following
HOS 251 Casino Dealing: Poker 4
HOS 252 Casino Dealing: Black Jack 3
HOS 253 Casino Dealing: Roulette 3
HOS 254 Casino Dealing: Craps 5

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
CUL 160 Introduction to Hospitality Food Services 3
ENG 101 Composition I: College Writing 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 140 Introduction to Casino Operations 3

Recommended Course Sequence - Spring Semester 2
ACC 101 Principles of Accounting I 4
ENG 102 Composition II: Writing about Literature 3
MAN 101 Principles of Management 3
HOS 137 Event Management and Marketing 3
HOS 141 Casino Loss Prevention 3
SCIENCE ELECTIVE 3

Recommended Course Sequence - Fall Semester 3
BUS 111 Business and Financial Mathematics 3
ECN 111 Principles of Economics-Macro 3
HOS 141 Casino Loss Prevention 3
HOS 150 Introduction to Casino Games 2
MAR 101 Principles of Marketing 3
SCIENCE ELECTIVE 3-4

Recommended Course Sequence - Spring Semester 4
BUS 155 Business Ethics 3
CED 210 Cooperative Work Experience 3
HOS 142 Gaming and Social Policy 3
HOS 251 Casino Dealing: Poker 4

And choose two of the following
HOS 251 Casino Dealing: Poker 4
HOS 252  Casino Dealing: Black Jack  3
HOS 253  Casino Dealing: Roulette  3
HOS 254  Casino Dealing: Craps  5

HOSPITALITY MANAGEMENT/EVENT PLANNING AND MANAGEMENT

Degree offered
Associate in Applied Science in Hospitality Management (Event Planning and Management Concentration)

Credits required 60-61

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code:  HM
Concentration Code:  HME

Program Goals Statement
The hospitality industry is the world's largest employment field. A large part of the industry is devoted to the planning and management of events.

Upon completion of the degree, the student will be able to seek employment in hotels and other lodging operations, private clubs, cruise ships, casinos, or special event planning companies.

Program Information

• This program offers students the opportunity to develop strong communication skills, organizational and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.

• Job opportunities include convention and visitors bureau coordinator, hotel sales and marketing planner, hotel event planner, casino event planner, tour destination event planner, or cruise ship event and activities planner.

• Students may earn credit in field placements at such sites as Disney World, Newport Historical Society, theme parks, and event planning companies.

After BCC
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

• Convention and Visitors Bureau Event Coordinator
• Hotel Sales and Marketing Event Manager
• Casino Event Manager

• Hotel Event and Catering Manager
• Cruise Ship Event Planner
• Restaurant Event Manager

DEGREE REQUIREMENTS

General Courses
CED 210  Cooperative Work Experience  3
CSS 101  College Success Seminar  1
ECN 111  Principles of Economics-Macro  3
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3

Core Courses
ACC 101  Principles of Accounting I  4
BUS 111  Business and Financial Mathematics  3
BUS 155  Business Ethics  3
CUL 160  Introduction to Hospitality Food Services  3
HOS 121  Introduction to Travel, Tourism and Hospitality  3
HOS 137  Event Management and Marketing  3
HOS 140  Introduction to Casino Operations  3
MAN 101  Principles of Management  3
PRM 101  Foundations of Project Management  3
RMN 118  Workshop in Team Development and Managerial Communications  1

Elective Courses
History Elective  3
Science Elective  3-4

Event Planning Concentration Courses
HOS 223  Convention Sales and Service  3
HOS 224  Hospitality Sales and Customer Service  3
HOS 255  Event Design  3
HOS 265  Special Event Planning Capstone  3

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
CUL 160  Introduction to Hospitality Food Services  3
ENG 101  Composition I: College Writing  3
HOS 121  Introduction to Travel, Tourism and Hospitality  3
HOS 140  Introduction to Casino Operations  3

Recommended Course Sequence - Spring Semester 2
ACC 101  Principles of Accounting I  4
ENG 102  Composition II: Writing about Literature  3
HOS 137  Event Management and Marketing  3
MAN 101  Principles of Management  3
History Elective  3
### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 255</td>
<td>Event Design</td>
<td>3</td>
</tr>
<tr>
<td>PRM 101</td>
<td>Foundations of Project Management</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>HOS 223</td>
<td>Convention Sales and Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 265</td>
<td>Special Event Planning Capstone</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

### HOSPITALITY MANAGEMENT/FOOD SERVICE

**Degree offered**
Associate in Applied Science in Hospitality Management - Food Service Concentration

**Credits required 61-62**

**Dean**
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HM
Concentration Code: HMS

**Program Goals Statement**
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.

**Program Information**
- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.
- This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
- Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
- All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

**After BCC**
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:
- Tour escorts
- Convention and Visitors Bureau Coordinator
- Hotel Sales and Marketing Manager
- Lodging Concierge
- Casino Dealer or Floor Supervisor
- Tourism Destination Guide
- Hotel Front Desk Clerk or Housekeeping Supervisor
- Cruise Ship Employee
- Dining Room Supervisor

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>History Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>
BUS 155  Business Ethics  3  
CUL 160  Introduction to Hospitality Food Services  3  
HOS 121  Introduction to Travel, Tourism and Hospitality  3  
HOS 137  Event Management and Marketing  3  
HOS 140  Introduction to Casino Operations  3  
MAN 101  Principles of Management  3  
MAR 101  Principles of Marketing  3  
CIS 113  Hospitality Management Information Systems  3  
CUL 121  Dining Room Functions I  2  
CUL 123  Mixology and Bar Management  2  
CUL 140  Sanitation for Culinarians  2  
CUL 240  Purchasing for Culinarians  2  
CUL 241  Foodservice Operations and Career Development  2  
RMN 118  Workshop in Team Development and Managerial Communications  1  

Recommended Course Sequence - Fall Semester 1  
CSS 101  College Success Seminar  1  
CUL 160  Introduction to Hospitality Food Services  3  
ENG 101  Composition I: College Writing  3  
HOS 121  Introduction to Travel, Tourism and Hospitality  3  
HOS 140  Introduction to Casino Operations  3  

Recommended Course Sequence - Spring Semester 2  
ACC 101  Principles of Accounting I  4  
ENG 102  Composition II: Writing about Literature  3  
HOS 137  Event Management and Marketing  3  
MAN 101  Principles of Management  3  
History Elective  3  

Recommended Course Sequence - Fall Semester 3  
BUS 111  Business and Financial Mathematics  3  
CUL 121  Dining Room Functions I  2  
CUL 123  Mixology and Bar Management  2  
CUL 140  Sanitation for Culinarians  2  
CUL 240  Purchasing for Culinarians  2  
ECN 111  Principles of Economics-Macro  3  
MAR 101  Principles of Marketing  3  

Recommended Course Sequence - Spring Semester 4  
BUS 155  Business Ethics  3  
CED 210  Cooperative Work Experience  3  
CIS 113  Hospitality Management Information Systems  3  
CUL 241  Foodservice Operations and Career Development  2  
RMN 118  Workshop in Team Development and Managerial Communications Science Elective  3-4  

HOSPITALITY MANAGEMENT/HOTEL  

Degree offered  
Associate in Applied Science in Hospitality Management - Hotel Management Concentration  

Credits required 60-61  

Dean  
William Berardi, william.berardi@bristolcc.edu  

Program contact  
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e jon bjornson@bristolcc.edu  

Program Code: HM  
Concentration Code: HMH  

Program Goals Statement  
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.  

Program Information  
• Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).  
• Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).  
• Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.  
• This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.  
• Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.  
• Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
• All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

**After BCC**

This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

• Tour escorts
• Convention and Visitors Bureau Coordinator
• Hotel Sales and Marketing Manager
• Lodging Concierge
• Casino Dealer or Floor Supervisor
• Tourism Destination Guide
• Hotel Front Desk Clerk or Housekeeping Supervisor
• Cruise Ship Employee
• Dining Room Supervisor

### DEGREE REQUIREMENTS

#### General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Elective Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

#### Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 226</td>
<td>Hotel Accommodations</td>
<td>3</td>
</tr>
<tr>
<td>HOS 228</td>
<td>Property Management Systems and Revenue Management</td>
<td>3</td>
</tr>
<tr>
<td>HOS 229</td>
<td>Hospitality Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 228</td>
<td>Property Management Systems and Revenue Management</td>
<td>3</td>
</tr>
<tr>
<td>HOS 229</td>
<td>Hospitality Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>HOS 226</td>
<td>Hotel Accommodations</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

### HOSPITALITY MANAGEMENT/TOURISM

#### Degree offered

Associate in Applied Science in Hospitality Management - Tourism Management Concentration

#### Credits required 62-63

#### Dean

William Berardi, william.berardi@bristolcc.edu

#### Program contact

E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

#### Program Code: HM

#### Concentration Code: HMT

#### Program Goals Statement
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.

**Program Information**

- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.
- This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
- Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
- All courses are taught by experienced hospitality, casino or food service industry professionals.

**After BCC**

This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

- Tour escorts
- Convention and Visitors Bureau Coordinator
- Hotel Sales and Marketing Manager
- Lodging Concierge
- Casino Dealer or Floor Supervisor
- Tourism Destination Guide
- Hotel Front Desk Clerk or Housekeeping Supervisor
- Cruise Ship Employee

- Dining Room Supervisor

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 220</td>
<td>Group Tour Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 222</td>
<td>Tour Destination Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 223</td>
<td>Convention Sales and Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 231</td>
<td>Principles of Community Based Tourism</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>HOS 220</td>
<td>Group Tour Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 222</td>
<td>Tour Destination Planning</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HOS 220</td>
<td>Group Tour Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 222</td>
<td>Tour Destination Planning</td>
<td>3</td>
</tr>
</tbody>
</table>
HOS 224  Hospitality Sales and Customer Service  3
MAR 101  Principles of Marketing  3

Recommended Course Sequence - Spring Semester 4
BUS 155  Business Ethics  3
CED 210  Cooperative Work Experience  3
HOS 223  Convention Sales and Service  3
HOS 231  Principles of Community Based Tourism  3
Science Elective  3-4

HUMAN SERVICES CAREER

Degree offered
Associate in Science in Human Services

Credits required 64/65

Dean of Behavioral and Social Sciences
Kathleen Pearle, Ext. 2207
Program contact
Nicole Heaney, Nicole.Heaney@bristolcc.edu
Program Code: HS

Program Goals Statement
The Human Services program prepares students for entry-level positions in social services by combining academics with a practical, 300-hour internship. Developing and practicing using helping relationships are emphasized. The curriculum also prepares students to transfer to four-year degree programs in social work, psychology, counseling, human services, or other related majors.

Program Information
- The Human Services program is fully available at the Fall River, Attleboro, and New Bedford campuses. Many courses are also available at other BCC locations.
- SER 291/SER 292 includes an agency internship that places special time demands on students and is ideally taken in the last year of study.
- Students who wish to complete their degree within a two-year period should begin the SER 101/SER 251/SER 290/SER 291/SER 292 sequence of courses in their first fall semester.

Related Programs
- A certificate in Thanatology and/or Deaf Studies will enrich career preparation. Students should consult with the program director to select appropriate electives.

After BCC
- The most popular transfer choices include Bachelor of Social Work programs at Bridgewater State College or Rhode Island College, and sociology or psychology at UMass Dartmouth. Work with the program director early to select courses to maximize transfer possibilities.

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses
- CSS 101  College Success Seminar  1
- ENG 101  Composition I: College Writing  3
- ENG 102  Composition II: Writing about Literature  3
- PSY 101  General Psychology  3
- PSY 254  Psychology of Personality  3
- PSY 255  Abnormal Psychology  3
- PSY 258  Introduction to Behavior Modification  3
- SOC 101  Principles of Sociology  3
- SOC 212  The Sociology of Social Problems  3

Choose one two-course sequence
- HST 111  The West and the World I  3
- And
- HST 112  The West and the World II  3
- Or
- HST 113  United States History to 1877  3
- And
- HST 114  United States History from 1877  3

Choose one of the following
- MTH 119  Fundamental Statistics  3
- MTH 125  Modern College Mathematics  3

Elective Courses - Choose electives with the program director or an academic advisor
- Elective - Science  3-4
- Humanities Elective  3
- Lab Science Elective  4
- Restricted Elective  3-4

Restricted elective: Choose one 3-credit course from PSY, SOC, SER, or DST 110

Program Courses
- SER 101  Introduction to Social Welfare  3
- SER 251  Principles of Methods of Interviewing  3
- SER 290  Pre-Internship Planning Workshop  1
- SER 291  Field Experience and Seminar I  5
#### Liberal Arts and Sciences

**BEHAVIORAL AND SOCIAL SCIENCES TRANSFER**

**Degree offered**
Associate in Arts in Liberal Arts & Sciences (Behavioral and Social Sciences Transfer)

**Credits required 60-61**

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Colleen Avedikian, colleen.avedikian@bristolcc.edu

Program Code: AA
Concentration Code: LABH

**Program Goals Statement**
The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts or Science degree in the liberal arts disciplines or to pursue professional studies in the Behavioral or Social Sciences. The program values lifelong learning for success of the individual as well as the community.

**Choosing Electives**
- Select electives from Transfer Electives and Elective Recommendations

**After BCC**
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

### DEGREE REQUIREMENTS

#### General Courses
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>History Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop</td>
<td>1</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Summer

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Elective (PSY/SOC/SER/DST 110)</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I</td>
<td>5</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Health Elective</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 292</td>
<td>Field Experience and Seminar II</td>
<td>6</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Health Elective</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>
And
HST 114 United States History from 1877 3

Elective Courses – Global Awareness – Choose one from the following
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3
SOC 252 The Sociology of Human Relations 3
SSC 217 Technology and Society 3

Elective Courses – Multicultural Perspective – Choose one
May also be met by Behavioral/Social Science or Humanities elective

Elective Courses – Quantitative/Symbolic Reasoning – Choose One
Choose from MTH 119 or higher Mathematics elective

Elective Courses – Technical Literacy – Choose from the following
ART 251 Photography II: Digital 3
ART 260 Computer Graphics 3
CIS 110 Basic Computing Skills 3
CIS 111 Introduction to Business Information Systems 3
CAD 101 Computer Aided Drafting 3
EGR 103 Computer Skills for Engineers and Technicians 3

Waived for students who have successfully completed at least two online courses

Elective Courses - Choose two Behavioral/Social Science, one Humanities, and two Science electives
Behavioral/Social Science Elective 3
Behavioral/Social Science Elective 3
Humanities Elective 3
Lab Science Elective 4
Science Elective 3-4

Choose courses from Transfer Electives & Elective Recommendations

Program Electives
Select courses from Transfer Electives and Elective Recommendations

Select electives to meet the general education and program guidelines of the desired transfer school(s)

Recommended Course Sequence - Spring Semester 1
Recommended Course Sequence - Spring Semester 2
Mathematics Elective 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 111 The West and the World I 3
HST 113 United States History to 1877 3
Or
HST 114 United States History from 1877 3
Behavioral/Social Science Elective 3
Humanities Elective 3

Recommended Course Sequence - Fall Semester 3
Technical Literacy Elective 3
Lab Science Elective 4
Program Electives 4

Recommended Course Sequence - Spring Semester 4
Lab Science Elective 4
Global Awareness Elective 3
Program Electives 3

HUMANITIES TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Humanities Transfer)

Credits required 60

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Catherine Adamowicz, Coordinator of Liberal Arts and Sciences - Humanities, and Professor of English, catherine.adamowicz@bristolcc.edu

Program Code: LA
Concentration Code: LAH

Program Goals Statement
The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in the liberal arts disciplines or to professional studies in education, law or medicine. The program values lifelong learning for success of the individual as well as the community.

Program Information
• Academic and transfer advisors assist students in selecting courses to fulfill program requirements and general education requirements at senior institutions to ensure a smooth transfer. Select electives from Transfer Electives and Elective Recommendations.

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee
DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Choose one Global Awareness elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>SSC 217</td>
<td>Technology and Society</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses - Choose one Multicultural Perspective elective

May be met by Behavioral/Social Science or Humanities elective 3 credits

Elective Courses - Choose one Quantitative/Symbolic Reasoning Elective

Choose from MTH 119 or higher 3 credits

Elective Courses – Choose one Technical Literacy elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Technicians</td>
<td></td>
</tr>
</tbody>
</table>

Waived for students who have successfully completed at least two online courses. Students who have met this requirement with two online courses will need a three credit elective in its place.

Elective Courses – Choose one ENG 200 level Literature elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 200</td>
<td>Level Literature Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose two Behavioral and Social Sciences and one Humanities elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Select courses from Transfer Electives and Elective Recommendations

Choose two Science electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Select courses from Transfer Electives and Elective Recommendations

Program Electives

Completion of a foreign language at the 102 level at BCC or 3 years of a foreign language at the high school level with a "C" average or better is required. If this requirement is met in one of these ways, students must take 6 credits of electives in its place (these electives should meet the general education and program guidelines of the desired transfer school).

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Foreign Language Elective</td>
<td>6</td>
</tr>
<tr>
<td>Or</td>
<td>Free Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Free Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Technical Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Multicultural Perspective Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>
English A2B MassTransfer

Contact
Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

Requirements
To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration including the following required Courses:

- ENG 251 World Literature I 3
- Or
- ENG 252 World Literature II 3
- ENG 253 English Literature I 3
- Or
- ENG 254 English Literature II 3
- ENG 255 American Literature Precolonial to 1865 3
- Or
- ENG 256 American Literature Post Civil War to Present 3

MATH AND SCIENCE TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Math and Science)

Credits required 62

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Dan Avedikian, Department Chair of Mathematics and Professor of Mathematics, dan.avedikian@bristolcc.edu

Program Code: LA
Concentration Code: LAM

Program Goals Statement
The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in the liberal arts disciplines or to professional studies in education, law or medicine. The program values lifelong learning for success of the individual as well as the community.

Program Information

- Academic and transfer advisors assist students in selecting courses to fulfill program requirements and general education requirements at senior institutions to ensure a smooth transfer.

Recommendations

- Take RDG 080 or RDG 090 in the first semester if required and meet prerequisites for English and math courses as soon as possible. See course descriptions for details.
- Lab science courses may also require a year of high school lab science or CHM 090 as a prerequisite.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose two of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>
Elective Courses – Choose one Global Awareness elective
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3
SOC 252 The Sociology of Human Relations 3
SSC 217 Technology and Society 3

Elective Courses – Choose one Multicultural Perspective elective
Multicultural Perspective Elective 0-3
See General Education Competency Courses - Multicultural Perspective (p. 488) for course listings
(May be met by Behavioral/Social Science - See Transfer Electives - Behavioral and Social Science for course listings)

Elective Courses – Choose one Technical Literacy elective
ART 251 Photography II: Digital 3
ART 260 Computer Graphics 3
CIS 110 Basic Computing Skills 3
CIS 111 Introduction to Business Information Systems 3
CAD 101 Computer Aided Drafting 3
EGR 103 Computer Skills for Engineers and Technicians 3
waived for students who have successfully completed at least two (2) online courses

Elective Courses – Choose two Behavioral/Social Science and two Lab Science electives
Behavioral/Social Science Elective 3
Behavioral/Social Science Elective 3
Lab Science Elective 4
Lab Science Elective 4
Choose courses from Transfer Electives and Elective Recommendations

Elective Courses – Choose two 4-credit math and science electives
Math and Science Elective 4
Math and Science Elective 4
Work closely with an advisor to determine which courses are most useful to your career/transfer goals

Program Electives
ELECTIVE(S) as required
Choose electives as needed from any of the lists of approved courses in the Transfer Electives and Elective Recommendations. Select electives to meet the general education and program guidelines of the desired transfer school(s)

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
COM 101 Fundamentals of Public Speaking 3
ENG 101 Composition I: College Writing 3
History Elective 3
Mathematics Elective 3

Recommended Course Sequence - Spring Semester 2
Mathematics Elective 3
Behavioral/Social Science Elective 3
Lab Science Elective 4
ENG 102 Composition II: Writing about Literature 3
HST 112 The West and the World II 3
Or
HST 114 United States History from 1877 3

Recommended Course Sequence - Summer
Any Liberal Arts program courses for which prerequisites have been met. Summer courses will reduce fall and spring semester course loads.

Recommended Course Sequence - Fall Semester 3
Global Awareness Elective 3
Technical Literacy Elective 3
Science Elective 3-4
Lab Science Elective 4
Multicultural Perspective Elective 3

Recommended Course Sequence - Spring Semester 4
Electives as needed to complete 60 credits
Science Elective 3-4

PSYCHOLOGY TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

Credits required 60 - 63

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Mary Zahm, Department Chairperson and Instructor of Psychology, mary.zahm@bristolcc.edu

Program Code: LA

Concentration Code: LAPY
Program Goals Statement

The Liberal Arts/Psychology Transfer program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts degree in Psychology. The program values lifelong learning for success of the individual as well as the community.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer
- Liberal Arts/Psychology Transfer is a MassTransfer A2B Mapped program with the Massachusetts State Universities or Universities of Massachusetts. When choosing electives complete an A2B program search at www.mass.edu/masstransfer to ensure all credits will be transferred and applied to your degree.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119 Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 165 Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>PSY 230 Statistics for Psychology</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

- HST 111 The West and the World I                     | 3            |
- HST 112 The West and the World II                    | 3            |
- Or
- HST 113 United States History to 1877                | 3            |
- HST 114 United States History from 1877              | 3            |

Choose one 4-credit Lab Science Elective

Suggested Electives:
- BIO 111 General Biology I                             | 4            |
- BIO 115 Survey of Human Anatomy and Physiology        | 4            |
- BIO 121 Fundamentals of Biological Science I          | 4            |
- BIO 122 Fundamentals of Biological Science II         | 4            |

Choose One 3-4 Credit Science Elective

Science Elective                                        | 3-4          |

Multicultural Perspective – Choose One

Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.

- Multicultural Perspective Elective                    | 3            |

Global Awareness – Choose One

Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.

- Global Awareness Elective                             | 3            |

Program Psychology Electives

Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).

- PSY 252 Child Development                             | 3            |
- PSY 253 Adolescent Psychology                         | 3            |
- PSY 254 Psychology of Personality                     | 3            |
- PSY 255 Abnormal Psychology                           | 3            |
- PSY 257 Social Psychology                             | 3            |
- PSY 290 Psychology of Learning                        | 3            |

Additional Electives

Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1

- PSY 165 Psychology of Learning, Motivation, and Achievement | 3            |
- Or
- CSS 101 College Success Seminar                       | 1            |
- PSY 230 Statistics for Psychology                    | 4            |

Recommended Course Sequence - Spring Semester 2

- ENG 102 Composition II: Writing about Literature      | 3            |
- HST 111 The West and the World I                      | 3            |
- Or
- HST 113 United States History to 1877                 | 3            |
- PSY 230 Statistics for Psychology                    | 4            |
- Multicultural Perspective Elective                    | 3            |
- Program Elective                                     | 3            |

Recommended Course Sequence - Fall Semester 3

- HST 112 The West and the World II                     | 3            |
- Or
- HST 114 United States History from 1877               | 3            |
- Science Elective                                      | 3            |
Two Program Electives 6 Credits
Global Awareness Elective 3

Recommended Course Sequence - Spring Semester 4
Lab Science Elective 4
Program Elective 3
Elective 3
Elective 3
Elective 3

SUSTAINABILITY STUDIES

Degree offered
Associate in Science in Liberal Arts and Sciences (Sustainability Studies)

Credits required 60-63

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Lee Wood, Professor of Sociology, nancylee.wood@bristolcc.edu

Program Code: LA
Concentration Code: LAS

Program Goals Statement
The goal of this interdisciplinary program is to provide students the opportunity to delve deeply into societal issues of sustainability and to develop appropriate knowledge and responses to meet current and future ecological challenges. The Sustainability Studies program prepares students to recognize and address sustainability issues in multiple social settings, including work, school, community engagement, civic life, volunteerism, and home life.

Program Information
The Sustainability Studies Program immerses students in the societal impacts related to climate change and resource depletions.

- Students are prepared to recognize, anticipate and respond appropriately to ecological challenges in multiple settings.
- It encourages students to consider practical human dimensions of climate change and resource depletion events.
- Study in a cluster allows students to envision and apply sustainability knowledge to a specific field.
- Hands-on experience provides students with practical knowledge and skills to address ecological challenges.

After BCC
- Graduates will be able to work as sustainability coordinators, sustainability consultants, recycling directors, waste reduction specialists, environmental responsibility analysts, and resource management specialists.
- Graduates may be employed within public and private sectors, governmental and non-governmental agencies, and profit and non-profit organizations. Among the areas of employment are social and human service agencies, school departments and districts, colleges and universities, socio-economic development agencies, restaurant and hospitality services, business and industry, hospital and nursing home operations and community planning boards.
- Graduates may continue their studies at a four-year degree-granting institution in Sustainability Studies. Depending on the area of concentration chosen, students may continue in Engineering, Health and Health Sciences, Hospitality, Sustainable Agriculture, Ecological Sciences or Water Management.

DEGREE REQUIREMENTS

General Courses
- COM 101 Fundamentals of Public Speaking 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- HST 114 United States History from 1877 3
- ART 151 Digital Photography 1

Elective Courses - Choose One Technical Literacy Course
- ART 240 Introduction to Visual Communication 3
- CIS 110 Basic Computing Skills 3
- COM 157 Television Production 3
- COM 159 Video Field Production and Editing 3
- EGR 103 Computer Skills for Engineers and Technicians 3

EGR 103 is recommended for Engineering, Environmental Studies, Water and Water Management Clusters.

Elective Courses - Choose One Mathematics Course
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3

Elective Courses - Choose One Laboratory Science Course
- BIO 111 General Biology I 4
- SCI 115 Science and Care of Plants 4
BIO 111 - Recommended for Health and Health Science Clusters

**Program Courses**

SUS 101  Sustainability and Humankind's Dilemma: Life on a Tough New Planet  3
SUS 102  Resilient Sustainability: Preparing for the Future  3
SUS 104  Sustainability from Different Perspectives - 12 Faculty  3
SCI 110  Science vs. Pseudoscience  3
HUM 150  Ecoliteracy, Education and Society  3
SUS 201  Sustainability, Human Rights, and Climate Justice  3
SOC 253  Environmental Sociology: Ecology and the Built Environment  3
SUS 203  Sustainable Economics: The Rise of the New Economy  3
SUS 204  Civic Engagement: Sustainability Capstone Project  3

**Engineering Track**

EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 141  Introduction to Environment  3
EGR 183  Energy Efficiency and Conservation Measures  3

**Environmental Studies Track**

EGR 102  Introduction to Sustainable and Green Energy Technologies  3
EGR 141  Introduction to Environment  3
EGR 244  Water Supply and Hydrology  4

**Health and Health Sciences Track**

BIO 117  Physiology of Wellness  3
BIO 220  Introduction to Nutrition  3
HLT 115  Personal and Community Health  3

**Hospitality Track**

HOS 121  Introduction to Travel, Tourism and Hospitality  3
HOS 224  Hospitality Sales and Customer Service  3
HOS 226  Hotel Accommodations Management  3

**Science Track**

SCI 112  Principles of Ecology  4
SCI 119  Coastal Science  4
SCI 240  Introduction to Oceanography  4

**Sustainable Agriculture Track**

AGR 114  Sustainable Agriculture I  4
AGR 115  Sustainable Agriculture II  4
SOC 216  Food, Famine, and Farming in the Global Village  3

**Water and Water Management Track**

EGR 141  Introduction to Environment  3
EGR 241  Wastewater Technology I  3
EGR 244  Water Supply and Hydrology  4

**Recommended Course Sequence - Fall Semester 1**

ART 151  Digital Photography  1
ENG 101  Composition I: College Writing  3
SUS 101  Sustainability and Humankind's Dilemma: Life on a Tough New Planet  3
CSS 101  College Success Seminar  1
HUM 150  Ecoliteracy, Education and Society  3
BIO 111  General Biology I  4
Or
SCI 115  Science and Care of Plants  4
BIO 111 or SCI 115 recommended for Health and Health Science cluster.

**Recommended Course Sequence - Spring Semester 2**

SCI 110  Science vs. Pseudoscience  3
SCI 115  Science and Care of Plants  4
SUS 102  Resilient Sustainability: Preparing for the Future  3
SUS 104  Sustainability from Different Perspectives - 12 Faculty  3
ENG 102  Composition II: Writing about Literature And
EGR 102  Introduction to Sustainable and Green Energy Technologies Or
HLT 115  Personal and Community Health Or
SCI 112  Principles of Ecology  4
Or
SOC 216  Food, Famine, and Farming in the Global Village Or
EGR 141  Introduction to Environment  3

**Recommended first course from chosen cluster:**

Engineering: EGR 102
Environmental Studies: EGR 102
Health and Health Sciences: HLT 115
Science: SCI 112
Sustainable Agriculture: SOC 216
Water and Water Management: EGR 141

**Recommended Course Sequence - Fall Semester 3**

SCI 110  Science vs. Pseudoscience  3
SUS 201  Sustainability, Human Rights, and Climate Justice  3

**Recommended Course Sequence - Spring Semester 4**

SCI 110  Science vs. Pseudoscience  3
SCI 115  Science and Care of Plants  4
SUS 102  Resilient Sustainability: Preparing for the Future  3
SUS 104  Sustainability from Different Perspectives - 12 Faculty  3
ENG 102  Composition II: Writing about Literature And
EGR 102  Introduction to Sustainable and Green Energy Technologies Or
HLT 115  Personal and Community Health Or
SCI 112  Principles of Ecology  4
Or
SOC 216  Food, Famine, and Farming in the Global Village Or
EGR 141  Introduction to Environment  3
SUS 203 Sustainable Economics: The Rise of the New Economy 3
HST 114 United States History from 1877 And 3
MTH 119 Fundamental Statistics Or 3
MTH 125 Modern College Mathematics 3

Recommended second course from chosen cluster:
Engineering: EGR 141
Environmental Studies: EGR 141
Health and Health Sciences: BIO 117
Science: SCI 119
Sustainable Agriculture: AGR 114
Water and Waste Water Management: EGR 241

Recommended Course Sequence - Spring Semester 4
SOC 253 Environmental Sociology: Ecology and the Built Environment 3
SUS 204 Civic Engagement: Sustainability Capstone Project 3
COM 101 Fundamentals of Public Speaking And 3
CIS 110 Basic Computing Skills Or 3
COM 157 Television Production Or 3
COM 159 Video Field Production and Editing Or 3
ART 240 Introduction to Visual Communication Or 3
EGR 103 Computer Skills for Engineers and Technicians 3

EGR 103 Recommended for Engineering, Environmental Studies, Water and Water Management

Recommended third course from chosen cluster:
Engineering: EGR 183
Environmental Studies: EGR 244
Health and Health Sciences: BIO 220
Science: SCI 240
Sustainable Agriculture: AGR 115
Water and Water Management: EGR 244

LIBERAL ARTS AND SCIENCES/THEATRE TRANSFER

Degree offered

Associate in Arts in Liberal Arts & Sciences (Theatre Concentration)

Credits required 62

Dean
Ulli K. Ryder

Program contact
David Ledoux, Theatre Director and Professor of Theatre/English, ext. 2440

Program Code: LA
Concentration Code: LAT

Program Goals Statement
The focus of this program is to establish a strong foundation in the fundamentals of professional theatre-making. This program is designed to provide hands-on training where students can learn their craft experientially. Upon completion of the program, students will be prepared to transfer to a four-year institution and/or begin working professionally. A rigorous course of study that prepares students for the competitive demands of the professional world is met with an inclusive, safe, and nurturing space for artistic exploration and personal growth.

Student Learning Outcomes
See Learning Outcomes

Recommendations
• Plan to give time to learn your craft. Developing theatre skills is demanding. You will be an active part of your education. Plan your studies to include extracurricular involvement in theatre work.

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Multicultural Perspective, Oral Communication
• Many students have continued studies in theatre at Tisch School of the Arts at New York University, Hofstra University, Marymount Manhattan College, Emerson College, Brown University, Rhode Island College, University of Rhode Island, Bridgewater State College, North Carolina School of Arts, and others.
• Alumni have worked in all aspects of theatre performance and administration locally and nationally.
DEGREE REQUIREMENTS

Choose one of the following
- MTH 119  Fundamental Statistics  3
- MTH 125  Modern College Mathematics  3

General Courses
- CSS 101  College Success Seminar  1
- ENG 101  Composition I: College Writing  3
- ENG 102  Composition II: Writing about Literature  3
- ENG 258  Shakespeare: His Plays  3
- HST 111  The West and the World I  3
- HST 112  The West and the World II  3
- PSY 101  General Psychology  3

Elective Courses – Choose one Lab Science elective
- Lab Science Elective  4

See Transfer Electives and Recommendations - Science Electives for course listings and choose a four credit lab science

Program Courses
- THE 101  Introduction to the Theatre  3
- THE 112  Actor's Workshop  3
- THE 113  Scene Study  3
- THE 114  Playwriting  3
- THE 115  Director's Workshop  3
- THE 117  Theatre History - The Early Years  3
- THE 118  Theatre History - The Modern Years  3
- THE 122  Theatre Rehearsal and Performance (Fall)  4
- THE 123  Theatre Rehearsal and Performance (Spring)  3
- THE 135  Stagecraft (Fall)  2
- THE 136  Stagecraft (Spring)  2

Choose one of the following
- THE 121  Voice Production  3
- THE 134  Puppet/Mask Workshop  3

Recommended Electives
- Lab Science Elective  4

Program Elective (Choose one)
- THE 121  Voice Production  3
- THE 134  Puppet/Mask Workshop  3

Recommended Course Sequence - Fall Semester 1

Recommended Course Sequence - Spring Semester 2
- ENG 102, HST 112, THE 113, THE 114, MTH 119 or MTH 125

Recommended Course Sequence - Fall Semester 3

Recommended Course Sequence - Spring Semester 4

Life Sciences

LIFE SCIENCES/BIOLOGY

Degree offered
- Associate in Science in Life Sciences (Biology)

Credits required 66 - 67

Dean
- Sarmad Saman, sarmad.saman@bristolcc.edu

Program Contact
- Michael Sipala, Coordinator of Life Sciences, michael.sipala@bristolcc.edu

Program Code: LFBI
Concentration Code: BI

Program Goals Statement
- This program is designed for students who plan to transfer to a 4-year institution and major in Biology or another Life Science field. The goal is to provide students with the necessary skills and background to be successful at a 4-year institution.

Program Information
- Students will take a variety of transferable General Studies courses, as well as select Biology Elective courses in their area of interest.
- After completion of the degree, students have a strong foundation in Biology that will allow them to be successful in their next program.

After BCC
- With an Associates in Science - Life Science/Biology degree, students will be able to transfer to a 4-year institution with a solid background in Biology that will allow them to take upper level Biology classes at their next institution. Also, they will have completed many General Studies requirements that should transfer to their new school.
• BCC participates in the Statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantees admission and credit transfer.

• For a complete listing of eligible MassTransfer programs and current articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer.

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Electives - Choose 12 credits from the following (at least 2 must be lab courses)</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114 Sustainable Agriculture I</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AGR 115 Sustainable Agriculture II</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 126 Introduction to Biotechnology</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 127 Introduction to Biotechniques</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 129 Field Biology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 130 The Biology and Behavior of Birds</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 154 Human Physiology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 205 Animal Behavior</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 220 Introduction to Nutrition</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 132 Marine Biology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 233 Human Anatomy and Physiology I</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 234 Human Anatomy and Physiology II</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 235 Fundamentals of Ecology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 239 Elements of Microbiology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 240 Cell Biology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 250 Introduction to Immunology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHM 225 Biochemistry</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHM 235 Organic Chemistry I</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHM 236 Organic Chemistry II</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 211 General Physics I</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 212 General Physics II</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCI 115 Science and Care of Plants</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCI 119 Coastal Science</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCI 240 Introduction to Oceanography</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES - CHOOSE 2 BEHAVIORAL/SOCIAL SCIENCES**

*Any GVT OR any SOC*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of...</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American...</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indians</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in...</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

Life Sciences Biology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Life Sciences Biology A2B Program, the following Courses are required:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td></td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td></td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td></td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td></td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td></td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td></td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td></td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td></td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td></td>
</tr>
<tr>
<td>SCI 119</td>
<td>Coastal Science</td>
<td></td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td></td>
</tr>
</tbody>
</table>

In addition, students are required to take a minimum of Seven (7) Major Elective Credits from the list below to satisfy the A2B requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES - CHOOSE 1 TECHNICAL LITERACY**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and...</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES - CHOOSE 1 MULTICULTURAL PERSPECTIVE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of...</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American...</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indians</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in...</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES - CHOOSE 1 TECHNICAL LITERACY**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and...</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

Life Sciences Biology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Life Sciences Biology A2B Program, the following Courses are required:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td></td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td></td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td></td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td></td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>SCI 119</td>
<td>Coastal Science</td>
<td>4</td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td>4</td>
</tr>
</tbody>
</table>

In addition, students are required to take a minimum of Seven (7) Major Elective Credits from the list below to satisfy the A2B requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
</tbody>
</table>
CHM 236 Organic Chemistry II 4  
PHY 211 General Physics I 4  
PHY 212 General Physics II 4  
MTH 214 Calculus I 4  

**Recommended Course Sequence - Fall Semester 1**  
BIO 121 Fundamentals of Biological Science I 4  
CHM 113 Fundamentals of Chemistry I 4  
COM 101 Fundamentals of Public Speaking 3  
CSS 101 College Success Seminar 1  
ENG 101 Composition I: College Writing 3  

**Recommended Course Sequence - Spring Semester 2**  
ENG 102 Composition II: Writing about Literature 3  
BIO 122 Fundamentals of Biological Science II 4  
CHM 114 Fundamentals of Chemistry II 4  
MTH 152 College Algebra 3  
MTH 172 Precalculus with Trigonometry 4  
Technical Literacy Elective 3  

**Recommended Course Sequence - Fall Semester 3**  
BIO 230 Seminar in Scientific Literature and Research Design 3  
History Elective 3  
Behavioral/Social Science Elective 3  
MTH 172 Precalculus with Trigonometry 4  
MTH 214 Calculus I 4  
Program Elective 3  

**Recommended Course Sequence - Spring Semester 4**  
Program Elective 3  
Program Elective 3  
PSY 101 General Psychology 3  
Multicultural Perspective Elective 3  
Behavioral/Social Science Elective 3  

**LIFE SCIENCES/BIOTECHNOLOGY AND FORENSIC DNA**

**Degree offered**  
Associate in Science in Life Sciences (Biotechnology and Forensic DNA)  

**Credits required 69 - 72**

**Dean**  
Sarmad Saman, sarmad.saman@bristolcc.edu  

**Program contact**  
Katie Lefebvre, Coordinator of Biotechnology, katie.lefebvre@bristolcc.edu

**Program Code:** LFBT  
**Concentration Code:** BT

**Program Goals Statement**

This program is designed to provide the student with the biological and chemical background to seek employment as a lab technician in the biotechnology/biomedical sectors.

**Program Information**

- This program is designed to prepare students for employment as a laboratory technician in the biotechnology/biomedical sector.

- BCC offers several tutoring services and developmental courses to meet your career and academic goals.

- Students should consider the following courses that will enhance their knowledge of the Biomedical/Biotechnology field: BIO 241, MED 205, MTH 251, or MTH 252. Please be aware that these do not apply to the degree requirements, however.

**After BCC**

- With the continually growing biotech industry in Massachusetts, there is an ever-increasing need for laboratory technicians. The BCC Biotechnology and Forensic DNA degree prepares students for work in both industrial and academic laboratories.

- BCC participates in the Statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantees admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer.

**DEGREE REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Introduction to Immunology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 225</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>SCI 125</td>
<td>Social and Ethical Issues in Science, Technology, and Health Science</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 116</td>
<td>Health Science Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must take one series (113 and 114) or the other (115 and 116) based on transfer institution requirements.

### General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

### Elective Courses - Choose 1 Behavioral/Social Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

### Elective Courses - Technical Literacy

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

Waived if student takes two online courses.

### Elective Courses - Choose 1 Multicultural, Global and Historic Awareness

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 116</td>
<td>Health Science Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>CHM 225</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Introduction to Immunology</td>
<td>4</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

### LIFE SCIENCES/ENVIRONMENTAL SCIENCE TRANSFER

#### Degree offered
Associate in Science in Life Sciences (Environmental Science Transfer)

#### Credits required 63/68

#### Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

#### Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

#### Program Code: AS

#### Concentration Code: LFES

#### Program Goals Statement
This program meets the requirements of the MassTransfer policy. Community college students who graduate from the Environmental Science program receive the benefit of full transfer and applicability of credit, guaranteed admission, and a tuition discount at any Massachusetts state college or university. Each benefit is based on the student’s final grade point average.

#### Program Information
- Get started on math courses immediately, particularly if you need developmental work. Choose electives with the help of the program director.

#### After BCC
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer
### DEGREE REQUIREMENTS

#### General Courses
- **CSS 101** College Success Seminar 1
- **BIO 121** Fundamentals of Biological Science I 4
- **BIO 122** Fundamentals of Biological Science II 4
- **CHM 113** Fundamentals of Chemistry I 4
- **CHM 114** Fundamentals of Chemistry II 4
- **COM 101** Fundamentals of Public Speaking 3
- **ENG 101** Composition I: College Writing 3
- **ENG 102** Composition II: Writing about Literature 3
- **SCI 112** Principles of Ecology 4

#### Choose one of the following
- **HST 111** The West and the World I 3
- **HST 112** The West and the World II 3
- **HST 113** United States History to 1877 3

#### Choose two of the following
- **MTH 119** Fundamental Statistics 3
- **MTH 152** College Algebra 3
- **MTH 172** Precalculus with Trigonometry 4
- **MTH 214** Calculus I 4
- **MTH 215** Calculus II 4

#### Choose one of the following
- **SOC 101** Principles of Sociology 3
- **SOC 212** The Sociology of Social Problems 3
- **SOC 252** The Sociology of Human Relations 3

#### Elective Courses – Choose one Multicultural Perspective elective from the following
- **HST 114** United States History from 1877 3
- **HST 252** African-American History 3
- **HST 259** History of North American Indian Peoples 3
- **HST 265** Immigration and Ethnicity in American History 3
- **ENG 217** Writings from the Margins of Contemporary American Literature 3
- **ENG 257** Contemporary African-American Women's Writing 3
- **ENG 259** Native American Novels 3

#### Choose one Technical Literacy elective from the following
- **CIS 110** Basic Computing Skills 3
- **CIS 111** Introduction to Business Information Systems 3
- **EGR 103** Computer Skills for Engineers and Technicians 3

-Waived for students who have successfully completed two (2) online courses

### Choose two Behavioral/Social Science electives from the following
- **SSC 217** Technology and Society 3
- **SSC 101** Introduction to Geography 3
- **GVT 111** U.S. Government 3
- **ECN 111** Principles of Economics-Macro 3
- **ECN 112** Principles of Economics-Micro 3

### Program Electives - Choose three of the following
- **BIO 129** Field Biology 4
- **BIO 130** The Biology and Behavior of Birds 4
- **BIO 132** Marine Biology 4
- **BIO 239** Elements of Microbiology 4
- **CHM 120** Environmental Chemistry 4
- **EGR 141** Introduction to Environment 3
- **EGR 245** Hazardous Waste/Waste Management 4
- **GLG 101** Introduction to Physical Geology 4
- **PHY 101** Technical Physics I 4
- **PHY 102** Technical Physics II 4
- **SCI 119** Coastal Science 4
- **SCI 240** Introduction to Oceanography 4

### Recommended Course Sequence - Fall Semester 1
- **BIO 121** Fundamentals of Biological Science I 4
- **CHM 113** Fundamentals of Chemistry I 4
- **CSS 101** College Success Seminar 1
- **ENG 101** Composition I: College Writing 3
- **History Elective** 3

### Recommended Course Sequence - Spring Semester 2
- **BIO 122** Fundamentals of Biological Science II 4
- **CHM 114** Fundamentals of Chemistry II 4
- **ENG 102** Composition II: Writing about Literature 3
- **Technical Literacy Elective** 3
- **Mathematics Elective** 3

### Recommended Course Sequence - Fall Semester 3
- **Behavioral/Social Science Elective** 3
- **Program elective 1 or 2** 3
- **SCI 112** Principles of Ecology 4

### Recommended Course Sequence - Spring Semester 4
- **Behavioral/Social Science Elective** 3
- **Program elective 1 or 2** 3
- **Other Electives** 3

### LIFE SCIENCES/SUSTAINABLE AGRICULTURE

#### Degree offered
- Associate in Science in Life Sciences (Sustainable Agriculture)
Credits required 61

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Kimberly Amaral Newton, Coordinator and Professor of Biology, kimberly.newton@bristolcc.edu

Program Code: AS
Concentration Code: LFSA

Program Goals Statement
The Sustainable Agriculture program is designed to address the issues of a safe, reliable food supply and the environmental relationships of agriculture with resource use, energy consumption and climate change. The goal of this program is to provide the practical training and experience for sustainable farming and gardening and is directed towards new farmers, gardeners, landscapers, nursery producers, and farm managers. Graduates will be prepared to enter farming, gardening, community organizations, agricultural businesses, or to continue their education in sustainable food production and agricultural professions.

Program Information
• Graduates are prepared with the scientific basis and technical skills necessary to pursue a career as a sustainable agriculture professional.

• Hands-on experience in laboratories and field experiences allows students to put into practice knowledge gained in the classroom.

• Graduates of this program are not only prepared to work as sustainable agricultural professionals, advisors, and managers; they also are prepared with the fundamentals for pursuing further study in the field of agriculture and related natural sciences.

Recommended Electives
In addition to the transfer electives and elective recommendations, students may choose from the following list of recommended electives: AGR 120 or 122 or 123 - Program Electives, EGR 141, SCI 132, SOC 101, and SOC 226.

After BCC

• Continue education at a 4-year program such as University of Massachusetts/Amherst Sustainable Food and Farming Program or University of Rhode Island (URI) Sustainable Agriculture Program.

• Pursue a career as a professional organic landscape or garden consultant.

• Pursue a career as an organic producer.

• Employment on one of over 170 S.E. Massachusetts or Rhode Island organic farms.

• Employment at a nursery, landscaper, or garden center business.

• Employment with a community development organization or school gardens program.

• Students with a 2 year Associate Degree are eligible to serve as an agricultural volunteer in the U.S. Peace Corps.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the</td>
<td>3</td>
</tr>
<tr>
<td>SCI 132</td>
<td>Global Village</td>
<td></td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
</tr>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3-4</td>
</tr>
<tr>
<td>Technical Literacy Elective</td>
<td>0-3</td>
</tr>
</tbody>
</table>

Chose from two Behavioral Social/Science electives: from SOC 101, SOC 226 or transfer electives and elective recommendations

Technical Literacy: Waived for students who have successfully completed two (2) online courses. See General Education Competency courses Technical Literacy (p. 491) for course listings.

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose at least one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 122</td>
<td>Natural Beekeeping Practices</td>
<td>2</td>
</tr>
<tr>
<td>AGR 123</td>
<td>Organic Pest and Disease Management</td>
<td>2</td>
</tr>
<tr>
<td>AGR 124</td>
<td>Permaculture: Design for Regeneration</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional courses will count towards electives in the program.
Electives

Electives as needed to complete at least 61 credits.

Choose electives as needed to achieve a total of at least 61 credits from the approved list of electives.

Transfer Electives and Elective Recommendations.

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
<td>2</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Electives</td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Technical Literacy Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer Electives and A2B Programs**

**MASSTRA N S FER ELECTIVES**
<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>DEPT</th>
<th>CREDIT</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCOUNTING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Accounting I</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Accounting II</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cost Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Managerial Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Auditing</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Analysis of Financial Statements</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>ANTHROPOLOGY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANT</td>
<td>3</td>
<td>BSS</td>
</tr>
<tr>
<td>ARCHITECTURE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to American Architecture</td>
<td>ARC</td>
<td>3</td>
<td>HUM</td>
</tr>
<tr>
<td>ART</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ART</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
<tr>
<td>AMERICAN SIGN LANGUAGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ASL</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>
ASTRONOMY
All AST SCI

BIOLOGY
All BIO SCI

BUSINESS
Business Ethics BUS 155 3 GEN
Business Law BUS 251 3 GEN
Corporation Finance BUS 253 3 GEN

CAPE VERDEAN CREOLE
All CVC HUM

CHEMISTRY
All CHM except CHM 090

COLLEGE SUCCESS SEMINAR
Career Exploration and Development CSS 103 1 GEN
Technology Tools for College Students CSS 105 3 GEN

COMMUNICATION
All COM HUM

COMPUTER AIDED DRAFTING
Computer Aided Drafting CAD 101 3 GEN
Advanced Computer Aided Design CAD 111 3 GEN
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Drafting &amp; Design</td>
<td>CAD</td>
<td>128</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Aided Mechanical Design</td>
<td>CAD</td>
<td>172</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**COMPUTER INFORMATION SYSTEMS**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Computing Skills</td>
<td>CIS</td>
<td>110</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Business Information Systems</td>
<td>CIS</td>
<td>111</td>
<td>GEN</td>
</tr>
<tr>
<td>Hospitality Management Information Systems</td>
<td>CIS</td>
<td>113</td>
<td>GEN</td>
</tr>
<tr>
<td>Programming: Logic, Design and Implementation</td>
<td>CIS</td>
<td>120</td>
<td>GEN</td>
</tr>
<tr>
<td>Operating Systems</td>
<td>CIS</td>
<td>121</td>
<td>GEN</td>
</tr>
<tr>
<td>Internet Developer</td>
<td>CIS</td>
<td>122</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented Programming</td>
<td>CIS</td>
<td>123</td>
<td>GEN</td>
</tr>
<tr>
<td>Oracle &amp; SQL</td>
<td>CIS</td>
<td>150</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Programming (COBOL)</td>
<td>CIS</td>
<td>154</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to C++ Programming</td>
<td>CIS</td>
<td>155</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Basic</td>
<td>CIS</td>
<td>156</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming</td>
<td>CIS</td>
<td>157</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Procedural Programming</td>
<td>CIS</td>
<td>158</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced COBOL</td>
<td>CIS</td>
<td>254</td>
<td>GEN</td>
</tr>
<tr>
<td>C++ Object Oriented Programming</td>
<td>CIS</td>
<td>255</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced Visual Basic</td>
<td>CIS</td>
<td>256</td>
<td>GEN</td>
</tr>
</tbody>
</table>
Object-Oriented JAVA Programming II
CIS 257 4 GEN

Software Specification & Design
CIS 260 4 GEN

Introduction to Computer Systems
CIS 261 4 GEN

Computer Organization and Design
CIS 262 4 GEN

**COMPUTER INFORMATION TECHNOLOGY**

Information Technology Fluency I
CIT 121 3 GEN

Information Technology Fluency II
CIT 122 3 GEN

Business Creativity
CIT 131 3 GEN

Electronic Game Development I
CIT 140 3 GEN

Visual Concepts for Game Designers
CIT 141 3 GEN

Introduction to Multimedia Development
CIT 231 3 GEN

Seminar in Desktop Publishing
CIT 270 3 GEN

**COOPERATIVE EDUCATION**

Cooperative Work Experience
CED 210 3 GEN

Cooperative Work Experience II
CED 220 3 GEN

**CRIMINAL JUSTICE**

All CRJ GEN

**DANCE**
<table>
<thead>
<tr>
<th>DEAF STUDIES</th>
<th>HUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALL DST</td>
<td>HUM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ECONOMICS</th>
<th>BSS</th>
</tr>
</thead>
<tbody>
<tr>
<td>All ECN</td>
<td>BSS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EDUCATION</th>
<th>GEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diversity and Multicultural Education</td>
<td>EDU 225</td>
</tr>
<tr>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>EDU 220</td>
</tr>
<tr>
<td>Language Education and Literacy</td>
<td>EDU 150</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ENGINEERING</th>
<th>GEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Sustainable and Green Technologies</td>
<td>EGR 102</td>
</tr>
<tr>
<td>Computer Skills for Engineers and Technicians</td>
<td>EGR 103</td>
</tr>
<tr>
<td>Course Description</td>
<td>Code</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Introduction to Robotics</td>
<td>EGR 113</td>
</tr>
<tr>
<td>Computer Configuration and Repair</td>
<td>EGR 133</td>
</tr>
<tr>
<td>Introduction to Environment</td>
<td>EGR 141</td>
</tr>
<tr>
<td>Material Science</td>
<td>EGR 172</td>
</tr>
</tbody>
</table>

**ENGLISH**

All ENG except 090, 091, 092

**ENGLISH AS A SECOND LANGUAGE**

- Advanced English Grammar and Review
  - ESL 122
  - 3 credits
  - GEN
- Advanced English Vocabulary and Reading Skills
  - ESL 123
  - 3 credits
  - GEN
- Advanced English Written Expression
  - ESL 124
  - 3 credits
  - GEN
- Advanced English Conversation
  - ESL 125
  - 3 credits
  - GEN

**FRENCH**

All FRN

**GEOLOGY**

Introduction to Physical Geology
- GLG 101
- 4 credits
- SCI

**GOVERNMENT**

All GVT

**HEALTH**

Personal and Community Health
- HLT 115
- 3 credits
- GEN
### HISTORY
All HST

### HONORS
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culminating Honors Project</td>
<td>HON 260</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Honors Seminar on Business &amp; Information Management</td>
<td>HON 290</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar on Community Leadership</td>
<td>HON 295</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMAN SERVICES
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Social Welfare</td>
<td>SER 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Methods of Interviewing</td>
<td>SER 251</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Pre-Internship Planning Workshop</td>
<td>SER 290</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar I</td>
<td>SER 291</td>
<td>5</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar II</td>
<td>SER 292</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMANITIES
All HUM

### MANAGEMENT
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Management</td>
<td>MAN 101</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MARKETING
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Marketing</td>
<td>MAR 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advertising Procedures</td>
<td>MAR 255</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MATHEMATICS
<table>
<thead>
<tr>
<th>Program</th>
<th>Courses</th>
<th>Section</th>
<th>Credits</th>
<th>Program Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH</td>
<td>All MTH except MTH 001, 002, 003, 011, 021, 031, 111 (151-General Elective Credit Only)</td>
<td>MTH</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSIC</td>
<td>All MUS</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFFICE ADMINISTRATION</td>
<td>Intro to Microsoft Office</td>
<td>OFC 117</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>PHILOSOPHY</td>
<td>All PHL</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSICS</td>
<td>ALL PHY</td>
<td>SCI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PORTUGUESE</td>
<td>ALL POR</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYCHOLOGY</td>
<td>All PSY</td>
<td>BSS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCIENCE</td>
<td>All SCI except SCI 130, 131 (SCI 125 - General Elective Credit Only)</td>
<td>SCI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOCIOLOGY</td>
<td>All SOC</td>
<td>BSS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPANISH</td>
<td>All SPA</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOCIAL SCIENCE</td>
<td>ALL SSC</td>
<td>BSS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SUSTAINABILITY
All SUS BSS

THEATRE
All THE HUM

BSS - Behavioral/Social Science
GEN - General Elective
HUM - Humanities
SCI - Science

BIOLOGY A2B TRANSFER

Degree offered
Associate in Science in Life Sciences (Biology)

Credits required 66 - 67

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program Contact
Michael Sipala, Coordinator of Life Sciences, michael.sipala@bristolcc.edu

Program Code: LFBI
Concentration Code: BI

Program Goals Statement
This program is designed for students who plan to transfer to a 4-year institution and major in Biology or another Life Science field. The goal is to provide students with the necessary skills and background to be successful at a 4-year institution.

Program Information
• This program is designed to prepare students for transfer to a 4-year institution to major in Biology or another Life Science field, and will give them a foundation for work in Pre-med, Pre-vet and other Health Science fields.
• Students will take a variety of transferable General Studies courses, as well as select Biology Elective courses in their area of interest.
• After completion of the degree, students have a strong foundation in Biology that will allow them to be successful in their next program.

After BCC
• With an Associates in Science - Life Science/Biology degree, students will be able to transfer to a 4-year institution with a solid background in Biology that will allow them to take upper level Biology classes at their next institution. Also, they will have completed many General Studies requirements that should transfer to their new school.
• BCC participates in the Statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantees admission and credit transfer.
• For a complete listing of eligible MassTransfer programs and current articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose 12 credits from the following (at least 2 must be lab courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
<tr>
<td>BIO 129</td>
<td>Field Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 130</td>
<td>The Biology and Behavior of Birds</td>
<td>4</td>
</tr>
<tr>
<td>BIO 154</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205</td>
<td>Animal Behavior</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>
**Programs of Study - Alphabetically**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 132</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 235</td>
<td>Fundamentals of Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Introduction to Immunology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 225</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>SCI 119</td>
<td>Coastal Science</td>
<td>4</td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td>4</td>
</tr>
</tbody>
</table>

**Elective Courses - Choose 2 Behavioral/Social Sciences**

*Any GVT OR any SOC*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses - Choose 1 Technical Literacy**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of Contemporary American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American Women's Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indian Peoples</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in American History</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

Life Sciences Biology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Life Sciences Biology A2B Program, the following Courses are required:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

**In addition, students are required to take a minimum of Seven (7) Major Elective Credits from the list below to satisfy the A2B requirements.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

**BUSINESS A2B MASSTRANSFER**

**Degree offered**

Associate in Arts in Business Administration Transfer

**Credits required 65**

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BT

Program Goals Statement
Students in this program complete the first two years of a baccalaureate program with a solid background in accounting, management, and marketing. Graduates transfer to senior colleges and universities and can take advantage of articulation agreements negotiated with four-year colleges and universities.

Program Information
• The transfer program is designed for students who plan to transfer to a four-year institution to complete their baccalaureate program.
• Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Recommendations
• Take MTH 131, ENG 101, and ACC 101 first to position yourself for the next course sequences.
• Students should take any required developmental courses in their first semester, followed by MTH 131 and ENG 101 during the second semester.

After BCC
• Recent graduates have transferred to Bridgewater State College, Bryant University, Rhode Island College, Roger Williams University, Simmons College, Stonehill College, and the University of Massachusetts.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>(or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)</td>
<td></td>
</tr>
</tbody>
</table>

Choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives & Elective Recommendations

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

For Business electives, check transfer requirements and choose from BUS 251, BUS 253, BUS 155, CIS 111, CED, or up to 6 credits of any Humanities or Behavioral and Social Science elective from the list of Business Administration transfer electives.

MassTransfer A2B Courses
The Business Administration Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Business A2B Program, complete all the requirements in the Business Administration Transfer Program, including the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACC 257</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>
MAN 101  Principles of Management  3
MTH 131  Elements of College Mathematics  3

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>COM 201</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
</tbody>
</table>

**CHEMISTRY A2B TRANSFER COURSES**

**Contact**
Katie Ruggieri, Department Chair of Natural Science and Professor of Biology, katie.ruggieri@bristolcc.edu

**Chemistry** is the study of matter and changes in matter. Chemists conduct research and experiments to discover new concepts about the universe and to try to solve society's problems. Graduates are well-equipped for chemistry/biochemistry careers in education, forensics, government, law, industry, medicine, or research.

**Chemistry** is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the Chemistry A2B Program, students should complete the requirements for the Liberal Arts - Math & Science Concentration (p. 99) including the following required **Foundational Courses**:

<table>
<thead>
<tr>
<th>Foundational Courses</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**COMMUNICATION A2B MASSTRANSFER**

**Degree offered**
Associate in Arts in Communication

**Credits required 62/63**
Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

**Program Goals Statement**

Students explore the fundamentals of human communication in theory and practice, analyze the historic and contemporary role of mass media and emerging new media in an increasingly diverse society, develop communication skills, and prepare to transfer to a four-year college or university communication program.

**Program Information**

- Based on advising and assessment of individual needs and direction, students may select a cluster of communication-related courses and gain practical experience through field-based learning in an area related to mass communication, organizational communication, or public communication.

**After BCC**

- Qualified Communication students transfer to four-year schools and may choose from among a variety of careers to pursue that are related to the communication field.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Ethical Dimensions, Multicultural Perspective, Technical Literacy

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>
ENG 101 | Composition I: College Writing | 3
ENG 102 | Composition II: Writing about Literature | 3
HST 111 | The West and the World I | 3
HST 112 | The West and the World II | 3

Choose one of the following
MTH 119 | Fundamental Statistics | 3
MTH 125 | Modern College Mathematics | 3

Elective Courses – Choose one Behavioral/Social Science from the following in addition to the Free Elective
ANT 101 | Social and Cultural Anthropology | 3
ECN 111 | Principles of Economics-Macro | 3
ECN 112 | Principles of Economics-Micro | 3
GVT 111 | U.S. Government | 3
GVT 112 | Comparative Government | 3
GVT 251 | State and Local Government | 3
HST 115 | Twentieth Century Social History-1919 to the Present | 3
HST 116 | American Foreign Policy-1898 to the Present | 3
PSY 101 | General Psychology | 3
SOC 101 | Principles of Sociology | 3
SOC 212 | The Sociology of Social Problems | 3
SOC 252 | The Sociology of Human Relations | 3
SOC 256 | Race Relations | 3
SOC 258 | Topics in Sociology | 3
ELECTIVE Free | 3-4

Must take one free elective

Choose 4 courses from Transfer Electives and Elective Recommendations
See Transfer Electives and Elective Recommendations for course listings
Behavioral/Social Science Elective | 3
Behavioral/Social Science Elective | 3
Lab Science Elective | 4
Lab Science Elective | 4

Program Courses
COM 106 | Introduction to Communication and College Success | 3
COM 111 | Mass Communication | 3
COM 112 | News Writing and Reporting | 3
COM 241 | Public Relations | 3

COM 106: Take first, before other COM courses

Program Electives – Choose one from the following
COM 157 | Television Production | 3
COM 159 | Video Field Production and Editing | 3
CIS 110 | Basic Computing Skills | 3
CIS 111 | Introduction to Business Information Systems | 3
CIS 122 | Internet Developer | 3

Program Electives - Choose three, according to transfer requirement or career goal, from among
COM 113 | Interpersonal Speech | 3
COM 114 | Professional Speaking | 3
COM 120 | Argumentation and Debate | 3
COM 157 | Television Production | 3
COM 159 | Video Field Production and Editing | 3
COM 160 | Intercultural Communication | 3
COM 241 | Public Relations | 3
ART 240 | Introduction to Visual Communication | 3
ECN 111 | Principles of Economics-Macro | 3
ECN 112 | Principles of Economics-Micro | 3
ENG 230 | Film | 3
THE 121 | Voice Production | 3
CED 210 | Cooperative Work Experience | 3
MAR 101 | Principles of Marketing | 3
MAR 255 | Advertising Principles | 3

COM 260 is an optional program elective

MassTransfer A2B Courses
The Communication Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Communication A2B Program, the following Foundational Courses are required:

ENG 230 | Film | 3
COM 113 | Interpersonal Speech | 3

Recommended Course Sequence - Fall Semester 1
Behavioral/Social Science Elective | 3
COM 106 | Introduction to Communication and College Success | 3
ENG 101 | Composition I: College Writing | 3
HST 111 | The West and the World I | 3
MTH 119 | Fundamental Statistics | 3
MTH 125 | Modern College Mathematics | 3

Recommended Course Sequence - Spring Semester 2
Lab Science Elective | 4
COM 101 | Fundamentals of Public Speaking | 3
COM 111 | Mass Communication | 3
ENG 102 | Composition II: Writing about Literature | 3
HST 112 | The West and the World II | 3

Recommended Course Sequence - Fall Semester 3
Behavioral/Social Science Elective | 3
The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

**Program information**

- The first two years of a degree in Computer Science can be done within this option at BCC.

- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Recommendations**

- Students should talk with the Transfer office for information about colleges.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

**After BCC**

- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Oral Communication, Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Code: CI</th>
<th>Concentration Code: CIX</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lab Science Elective</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>Program Elective</strong></td>
<td>3</td>
</tr>
<tr>
<td>COM 112</td>
<td>News Writing and Reporting</td>
</tr>
<tr>
<td>Communications Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>COM 241</td>
<td>Public Relations</td>
</tr>
<tr>
<td>Free Elective</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Modality**

**Online Communication Courses:**

- COM 101: Fall, Spring, Summer
- COM 106: Spring, Summer
- COM 111: Fall
- COM 112: Spring
- COM 113: Summer
- COM 241: Fall

**Face-to-Face Communications Courses**

- COM 101: Fall, Spring, Summer
- COM 106: Fall
- COM 111: Spring
- COM 112: Fall
- COM 113: Fall, Spring
- COM 114: Fall, Spring
- COM 157: Fall
- COM 159: Spring
- COM 160: Fall, Spring, Summer
- COM 212: Fall, Spring
- COM 241: Spring, Summer

**COMPUTER SCIENCE TRANSFER A2B MASSTRANSFER**

**Degree offered**

Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

**Credits required 73**

Dean

William Berardi, william.berardi@bristolcc.edu

Program contact

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Goals Statement**

The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

**Program information**

- The first two years of a degree in Computer Science can be done within this option at BCC.

- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Recommendations**

- Students should talk with the Transfer office for information about colleges.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

**After BCC**

- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Oral Communication, Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Choose one of the following</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121 Fundamentals of Biological Science I</td>
</tr>
<tr>
<td>CHM 113 Fundamentals of Chemistry I</td>
</tr>
<tr>
<td>PHY 211 General Physics I</td>
</tr>
</tbody>
</table>

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 112 Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>
ENG 102 Composition II: Writing about Literature 3
ENG 215 Technical Writing 3
MTH 214 Calculus I 4
MTH 215 Calculus II 4
MTH 243 Discrete Structures I 3
MTH 244 Discrete Structures II 3

Choose one of the following
BIO 122 Fundamentals of Biological Science II 4
CHM 114 Fundamentals of Chemistry II 4
PHY 212 General Physics II 4

Choose one two-course sequence
HST 111 The West and the World I 3
And
HST 112 The West and the World II 3
Or
HST 113 United States History to 1877 3
And
HST 114 United States History from 1877 3

Elective Courses
Ethical Dimensions Elective 0-3
Global Awareness Elective 0-3
Humanities Elective 3
Multicultural Perspective Elective 0-3

Choose courses from Transfer Electives and Elective Recommendations

Program Courses
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 158 Introduction to Procedural Programming 4
CIS 257 Object-Oriented JAVA Programming II 4
CIS 260 Software Specification and Design 4
CIS 261 Introduction to Computer Systems 4
CIS 262 Computer Organization and Design 4

MassTransfer A2B Courses
The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

Recommended Course Sequence - Fall Semester 1
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
ENG 101 Composition I: College Writing 3
MTH 214 Calculus I 4
HST 111 The West and the World I 3
Or
HST 113 United States History to 1877 3

Recommended Course Sequence - Spring Semester 2
CIS 257 Object-Oriented JAVA Programming II 4
ECN 112 Principles of Economics-Micro 3
ENG 102 Composition II: Writing about Literature 3
MTH 215 Calculus II 4
HST 112 The West and the World II 3
Or
HST 114 United States History from 1877 3

Recommended Course Sequence - Fall Semester 3
CIS 158 Introduction to Procedural Programming 4
CIS 261 Introduction to Computer Systems 4
CIS 262 Computer Organization and Design 4
MTH 243 Discrete Structures I 3
BIO 121 Fundamentals of Biological Science I 4
Or
CHM 113 Fundamentals of Chemistry I 4
Or
PHY 211 General Physics I 4

Recommended Course Sequence - Spring Semester 4
CIS 257 Object-Oriented JAVA Programming II 4
CIS 260 Software Specification and Design 4
CIS 262 Computer Organization and Design 4
MTH 244 Discrete Structures II 3
CHM 114 Fundamentals of Chemistry II 4
Or
PHY 212 General Physics II 4

EARLY CHILDHOOD LICENSURE

Degree offered
Associate in Science in Early Childhood Education

Credits required 60/61

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT
Program Goals Statement

The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

Program Information

• ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.

• Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school.

After BCC

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.

• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101 College Success Seminar for Education</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 111 The West and the World I</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 113 United States History to 1877</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 127 Mathematics for Elementary School Teachers I</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 128 Mathematics for Elementary School Teachers II</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 252 Child Development</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCI 113 Physical Science</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SSC 101 Introduction to Geography</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Elective Courses

| Biology Elective | 3-4 |

Elective | 3

Elective | 3

Humanities Elective | 3

Biology Elective: Choose a 3- or 4-credit biology course.

Choose electives with a faculty advisor to prepare to enter an academic major at the selected transfer institution.

Humanities Elective: Recommend HUM 172, HUM 254, ENG 251, ENG 252, ENG 253, ENG 254, ENG 255, ENG 256, PHL 101, PHL 152, COM 101

Program Courses

| ECE 111 Introduction to Early Childhood Education | 3 |
| ECE 112 Observing, Recording, and Analyzing Early Childhood Settings | 3 |
| ECE 222 Special Needs in Early Childhood | 3 |
| ECE 260 Play and Early Childhood Curriculum Planning | 3 |
| ECE 261 Early Childhood Licensure Teaching Practicum | 5 |

MassTransfer A2B Courses

The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Fall Semester 1

| EDU 101 College Success Seminar for Education | 1 |
| ECE 111 Introduction to Early Childhood Education | 3 |
| HST 111 The West and the World I | 3 |
| MTH 127 Mathematics for Elementary School Teachers I | 3 |
| PSY 101 General Psychology | 3 |

Recommended Course Sequence - Spring Semester 2

| ECE 112 Observing, Recording, and Analyzing Early Childhood Settings | 3 |
| ENG 102 Composition II: Writing about Literature | 3 |
| MTH 128 Mathematics for Elementary School Teachers II | 3 |
| PSY 252 Child Development | 3 |
| SCI 113 Physical Science | 4 |

Recommended Course Sequence - Fall Semester 3

| BIO 110 Biology of Human Reproduction | 3 |
Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure</td>
<td>5</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Special Requirements for the Program

**Health Requirements**

- Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

**Criminal Record Check**

- Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

**Fieldwork**

- During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

- Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

- Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

---

**ENGLISH A2B MASSTRANSFER**

**English A2B Transfer Courses**

**Contact**

Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of
Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

- ENG 251 World Literature I 3
- Or
- ENG 252 World Literature II 3
- ENG 253 English Literature I 3
- Or
- ENG 254 English Literature II 3
- ENG 255 American Literature Precolonial to 1865 3
- Or
- ENG 256 American Literature Post Civil War to Present 3

**HISTORY A2B MASSTRANSFER**

**Contact**
Rebecca Benya-Soderbom, Department Chair of History and Social Sciences and Assistant Professor of History, rebecca.benya-soderbom@bristolcc.edu

**History** is a comparative study of past societies and cultures. It examines the major forces, personalities, events, and institutions that have shaped our world to the present. Through critical thinking and analysis, historians strive to understand the principles of group behavior and social organizations and how power is wielded in society.

**History** is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the History A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including the following required Foundational Courses.

**Foundational Courses**

- HST 111 The West and the World I 3
- HST 112 The West and the World II 3
- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3

**POLITICAL SCIENCE A2B MASSTRANSFER**

**Contact**
Rebecca Benya-Soderbom, Department Chair of History and Social Sciences and Assistant Professor of History, rebecca.benya-soderbom@bristolcc.edu

**Political Science** is the study of the origins, principles, and provisions of constitutions, the role of the mass media and public opinion, voiting and elections, the institutions of government, and the liberties and rights of citizens. It examines how power is wielded in society, the responsibilities and rights of the individual in human society, differing points of view on the same issue and the importance of considering the ramifications of decisions.

**Political Science** is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the Political Science A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including the following required Foundational Courses.

**Foundational Courses**

- GVT 111 U.S. Government 3
- GVT 112 Comparative Government 3
- GVT 251 State and Local Government 3

**PSYCHOLOGY A2B MASSTRANSFER**

**Contact**
Mary Zahm, Department Chair and Professor of Psychology, mary.zahm@bristolcc.edu

**Psychology** is the scientific study of behavior and mental processes. Psychologists use rigorous, scientific methods to conduct research studies and experiments with the goals of describing a behavior or mental process, explaining the underlining causes of it, predicting conditions under which it is likely to occur, and applying psychological knowledge to help people change behavior and mental processes to bring about desired goals. Graduates are well-equipped to transfer and complete a Bachelor of Arts or Science degree in psychology and prepare for a career in a variety of areas including counseling, education, health, research, school psychology, and social work.

**Psychology** is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to
determine available transfer institutions and to ensure all
credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the Psychology A2B Program, students
should complete the requirements for the Liberal Arts -
Behavioral & Social Sciences (p. 96) Concentration,
including four of the following required **Foundational
Courses**.

**Foundational Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 290</td>
<td>Psychology of Learning</td>
<td>3</td>
</tr>
</tbody>
</table>

**SOCIOMETRY A2B MASSTRANSFER**

**Contact**

Colleen Avedikian, Coordinator of Liberal Arts &
Sciences/Behavioral and Social Sciences Transfer and
Professor of Sociology, colleen.avedikian@bristolcc.edu

**Sociology** is the scientific study of society, including
patterns of social relationships, social interaction, and
culture. It is a social science that uses various methods of
empirical investigation and critical analysis to develop a
body of knowledge about social order, acceptance, and
change. Graduates of Bachelor’s Degree programs are
well-equipped with the tools needed to make sense of the
shifting social world and contribute solutions to difficult
social problems in careers in Business, Higher Education,
Law, Publishing, Teaching and Community, Health &
Social Services.

Sociology is a MassTransfer A2B Mapped Program with
some Massachusetts State Universities and Universities of
Massachusetts. When choosing electives, complete an A2B
Program Search at www.mass.edu/masstransfer to
determine available transfer institutions and to ensure all
credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the Sociology A2B Program, students should
complete the requirements for the Behavioral and Social
Sciences including the following required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 251</td>
<td>Marriage and the Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

**NURSING CAREER**

**Degree offered**

Associate in Science in Nursing

**Credits required 71**

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact

Stephen Alves, Department Chair for Nursing and
Assistant Professor, stephen.alves@bristolcc.edu

Program Code: NC

**Program Goal Statement**

This program prepares students for practice as entry-level
staff nurses in a variety of healthcare settings. Students
learn to apply the nursing process to assist patients in
maintaining or regaining homeostasis when threatened
with common health problems. Graduates take the
National Council Licensure Examination for licensing as a
Registered Nurse.

**Program Accreditation**

Approved by the Massachusetts Board of Registration in
Nursing. 239 Causeway Street, Suite 500, 5th Floor,
Boston, MA, 02114.

Accredited by the Accreditation Commission for
Education in Nursing, Inc. (formerly NLNAC), 3343
Peachtree Road NE, Suite 850, Atlanta, GA, 30326; 404-
975-5000.

**Program Outcomes**

Annual BCC Nursing program 3 year Mean Pass Rate: 89%

Annual National 3 year Mean Pass Rate: 85%

Nursing Program completion rate 2017: 78%

Nursing job placement rate 2017: 94% (n=16)

Applicants with completed applications meeting minimum
criteria by January 5 will be given priority consideration
for admission.

**Program Information**

- One program with 2 curriculum delivery options:
  - Traditional - face to face classroom learning.
  - EHealth - a hybrid model with online classroom
    learning.
  - Both options include clinical assignments at a
    variety of healthcare settings in Southeastern
    Massachusetts and Rhode Island. Clinical hours
    may include day, evenings or weekends.

- Computer technology is integrated into Nursing
courses. Computer access is required and available at
both campuses.
• Students must achieve a minimum “C+” (77) in all nursing courses in order to remain in the program and graduate. Students must pass all co-requisites and electives to remain in the program and graduate.

After BCC
• Graduates take the National Council Licensure Examination for Licensing as a Registered Nurse (NCLEX-RN).
• Graduates have secured a variety of positions in healthcare settings.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer to the College. Many graduates transfer to UMass Dartmouth, Fitchburg State, UMass Boston, Framingham State, and Laboure College.
• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Quantitative and Symbolic</td>
<td>3-4</td>
</tr>
<tr>
<td>Reasoning Elective</td>
<td></td>
</tr>
</tbody>
</table>

Humanities: Select a course that meets the Humanities competency

See General Education Competency Courses (p. 485) for course listings

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 100</td>
<td>Introduction to Professional Nursing</td>
<td>1</td>
</tr>
<tr>
<td>NUR 101</td>
<td>Fundamentals of Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 102</td>
<td>Parent-Child Health Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 201</td>
<td>Nursing Care of the Adult I</td>
<td>9</td>
</tr>
<tr>
<td>NUR 202</td>
<td>Nursing Care of the Adult II</td>
<td>9</td>
</tr>
<tr>
<td>NUR 203</td>
<td>Trends in Nursing</td>
<td>1</td>
</tr>
</tbody>
</table>

Preadmission

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>High School Chemistry, Algebra</td>
<td></td>
</tr>
</tbody>
</table>

Required Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 101</td>
<td>Fundamentals of Nursing</td>
<td>8</td>
</tr>
<tr>
<td>NUR 100</td>
<td>Introduction to Professional Nursing</td>
<td>1</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Quan/Sym Reasoning Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 102</td>
<td>Parent-Child Health Nursing</td>
<td>8</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 201</td>
<td>Nursing Care of the Adult I</td>
<td>9</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 202</td>
<td>Nursing Care of the Adult II</td>
<td>9</td>
</tr>
<tr>
<td>NUR 203</td>
<td>Trends in Nursing</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

General Admission/Nursing

The Nursing Program is a competitive program with selective admission requirements. A limited number of students are admitted to the Nursing program. The college catalog describes the minimum requirements for admission to the program as follows:

Completed applications received by January 5 will be considered in the initial admissions review. Applications received after this date will be considered if spaces have not been filled.

Applicants must have completed the following criteria (all coursework with a grade of B- or greater) to be considered for admission to the Nursing program:

• High school diploma or a state-approved high school equivalency credential
• High school Algebra I, equivalent or higher
• High school Chemistry with lab, equivalent or higher
• BIO 233 (Anatomy & Physiology 1) or equivalent
• ENG 101 (English Composition 1), ENG 102 or degree in the discipline
• PSY 101 (General Psychology) or higher
• CSS 101 College Success Seminar

Applicants must have a grade point average (GPA) of 3.2 or higher in the aforementioned pre-admission courses. Priority will be given to qualified applicants with a GPA of 3.5 or higher.

Applicants must achieve a total composite score of 50% or higher on the ATI TEAS Exam. For more detailed TEAS information, please visit our web site at http://www.bristolcc.edu/getstartedatbristol/testingcenter/teas/.

Students must complete all math and science courses required for admission within 5 years of priority application deadline to the program.

Students must attend one mandatory health science information session (seating is limited) http://www.bristolcc.edu/getstartedatbcc/admissions/healthsciencesadmissionrequirements/healthscienceinformationsessions/

Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Students applying to BCC with a state approved high school equivalency credential rather than with a high school diploma will need to take the required courses (listed above) at BCC.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Nursing program.

SPECIAL REQUIREMENTS FOR THE PROGRAM

Requirements Upon Admission

As a prerequisite for a clinical placement in the Nursing program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College’s CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A ten-panel random drug screen is required upon entrance, yearly, and/or randomly. The fee is paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College’s Student Handbook for the College’s complete Marijuana Policy.

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titre results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test and flu vaccine are required each year. Additional health requirements may be required by clinical agencies.

All students must be Basic Life Support (BLS) certified by the American Heart Association (Basic Life Support for Health Care Providers). All students upon entry to the program must show evidence of CPR certification which is valid through the completion of the program.

Additional Costs

Students are responsible for the cost of uniforms, professional liability insurance, standardized achievement testing, their graduate nursing pin, and the National Council Licensure Examination for Registered Nurses. Students must carry health insurance throughout their enrollment in the program.

Licensing Information

To be eligible for licensure in Massachusetts, graduates must complete all program requirements for graduation, present satisfactory evidence of “good moral character” as defined by the Board of Registration in Nursing, and pay the required licensure fees. Eligibility for licensure is decided by the Massachusetts Board of Registration in Nursing.

http://www.mass.gov/eohhs/gov/departments/dph/program/s/lcq/dphl/nursing/education/faculty-resources/

Functional Abilities Essential for Nursing Practice
Students enrolled in the nursing program should be prepared to meet the standards established by the following physical and mental criteria:

Nursing is a practice discipline, with cognitive, sensory, affective, and psychomotor performance requirements. The functional eligibility requirements for participation in the nursing program are essential for the delivery of optimal and safe patient care and are consistent with the Massachusetts 244 CMR 3.02 Nurse Practice Act found at http://www.mass.gov/eohhs/docs/dph/regs/244cmr003.pdf.

**Criterion: Analytical and Critical Thinking**
The ability to understand, apply, analyze and evaluate information.

Examples:
- Comprehend written, verbal, and electronic information in English.
- Assess the patient’s psychological, physiological, and social status.
- Interpret cause-effect relationships in clinical situations.
- Plan and prioritize nursing care.
- Evaluate patient outcomes.
- Calculate math for safe medication administration.

**Criterion: Communication**
The ability to effectively interact with others using verbal, non-verbal, written, and electronic communication.

Examples:
- Speak, comprehend, read, write, and type in English in a clear and understandable manner.
- Establish and maintain effective working relations with peers, faculty, patients, family and healthcare teams.
- Respect social, cultural, ethnic, and gender differences.
- Correctly convey and interpret body language.
- Observe, assess and recognize facial expression and emotion needed to detect and interpret data.
- Negotiate interpersonal conflict/s.
- Teach and convey information in an accurate and effective manner.
- Convey information to others verbally, in writing and/or electronically in an accurate, timely, professional and comprehensive manner.

**Criterion: Emotional Stability**
The ability to monitor one’s own emotions and assume responsibility and accountability for one’s own actions.

Examples:
- Emotional stability/maturity to accept constructive feedback.
- Support patients during times of stress.
- Adapt to changing situations and emergency conditions while maintaining emotional control.
- Cope with strong emotions and physical outbursts of patients while remaining calm.
- Focus attention on patient needs despite distractions, interruptions and multiple demands.
- Accept constructive feedback and accept responsibility for one’s own actions.
- Ability to work effectively under stressful conditions.

**Criterion: Physical Ability**
The ability to demonstrate physical agility and swiftness of movement, and perform gross and fine motor skills.

The ability to sustain physical endurance necessary to provide safe and effective care.

Examples:
- Perform cardiopulmonary resuscitation.
- Move in confined spaces.
- Maintain balance in multiple positions.
- Reach below waist and above shoulders.
- Mobility of the neck and back to permit sitting and standing and the agility to bend at the waist and squat, using proper body mechanics, to perform a variety of patient care activities.
- Climb and descend stairs.
- Provide safe and therapeutic positioning and transferring of patients.
- Transfer patients who may require physical assistance.
- Move quickly in emergency situations in patient care setting.
- Stand/walk for extended periods without rest.
- Push, pull, lift or support a minimum of 25 pounds without assistance.
- Use of manual dexterity to provide patient care, manipulate and operate equipment and prepare and administer medications.
- Grasp, pinch, squeeze, and manipulate fine equipment.

**Criterion: Sensory Ability**
The ability to accurately perform auditory, visual, tactile, and olfactory assessments necessary to monitor and determine health needs.

Examples:

• Hear and understand monitoring devices, alarms, and emergency signals.
• Hear and understand spoken words and faint voices.
• Hear and understand faint body sounds (e.g., heartbeats, blood pressure, and abdominal sounds).
• Accurately prepare and administer oral, injectable, and intravenous medications.
• Visual acuity sufficient to reading fine print on medication labels and equipment.
• Assess a patient within a distance of 10 feet by way of visual, olfactory, or aural acuity.
• Use depth perception adequately.
• Palpate during physical exam (e.g., pulses, temperature, masses, lesions, etc.).
• Detect body odors.
• Detect smoke, gases, or noxious smells.

Licensed Practical Nurse (LPN) Transition Options

LPN-to-RN Bridge

For LPNs who have graduated within 3 years from one of the schools who have articulation agreements with BCC. These include: Diman Regional, Bristol-Plymouth, Upper Cape Cod Regional, Southeastern Regional Practical Nursing Program, or Tri-County RVTHS. (subject to change)

Apply by April 1st

Prospective students are eligible to apply after completing all pre-admission criteria. Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission. Qualified applicants are accepted to the Transition Course (Part II) on a space-available basis.

Part I: Complete all pre-admission criteria to be eligible. See courses below:

Pre-admission courses with a B- or better:
• High school Algebra I, equivalent or higher
• High school Chemistry with lab, equivalent or higher
• BIO 233 (Anatomy & Physiology 1) or equivalent
• ENG 101 (English Composition 1), ENG 102 or degree in the discipline
• PSY 101 (General Psychology) or higher
• CSS 101 College Success Seminar

Pre and Co-requisite Courses

• BIO 234 (Human Anatomy and Physiology II) or equivalent
• PSY 252 (Child Development) or equivalent

Part II:

After successful completion of the LPN-to-RN Bridge Transition Course (approximately 3 weeks), the applicant will be awarded 16 credits for NUR 101 and NUR 102 and is eligible for entrance into the third semester of the nursing program and the nursing courses: Nursing Care of the Adult I NUR 201 and NUR 100.

Prior Learning Assessment/LPN Challenge

For Licensed Practical Nurses (LPNs):

• Who have graduated more than 3 years ago from an accredited LPN school
• Students must complete all math and science courses required for admission within 5 years of priority application deadline to the program
• Applicants must have a grade point average (GPA) of 3.2 or higher in the aforementioned pre-admission courses.

Apply by April 1st

Prospective students are eligible to apply after completing all pre-admission criteria (Part I). Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission. Qualified applicants are accepted to the Transition Course (Part II) on a space-available basis.

Part I: Complete all pre-admission criteria to be eligible. See below.

Pre admission courses with a B- or better:
• High school Algebra I, equivalent or higher
• High school Chemistry with lab, equivalent or higher
• BIO 233 (Anatomy & Physiology 1) or equivalent
• ENG 101 (English Composition 1), ENG 102 or degree in the discipline
• PSY 101 (General Psychology) or higher
• CSS 101 College Success Seminar

Take the Excelsior “Fundamentals of Nursing” challenge exam and pass with a score of “C” or better. For more information: http://www.excelsior.edu/exams/fundamentals-of-nursing
• Students must complete all math and science courses required for admission within 5 years of priority application deadline to the program.

• Applicants must have a grade point average (GPA) of 3.2 or higher in the aforementioned pre-admission courses.

Part II: Perform and successfully complete the two day LPN competency course. Once a passing score is attained, the applicant will be awarded 8 credits for NUR 101 and is eligible for entrance into the second semester of the nursing program, and the nursing courses: Parent and Child Health (NUR 102) and NUR 100 on a space available basis.

Applicants who meet the LPN Bridge Program criteria may be considered for the LPN Challenge of Fundamentals program if there are no seats available in the Bridge Program. These students do not need to take the Excelsior exam.

Applying for Readmission

Only one readmission is allowed to the Nursing program within 3 years of withdrawing, failing or not completing nursing courses or required co-requisites.

• Students who fail, withdraw or do not complete NUR 101 may reapply to the program through the general admission process by January 5th, and are considered based upon nursing admission criteria and on a space-available basis.

• Students who fail NUR 100 but pass the clinical course may retake NUR 100 in the subsequent semester with Department Chair and faculty permission.

• Students who fail, withdraw or do not complete NUR 102, NUR 201, NUR 202 or NUR 203 or co-requisite courses may be readmitted to the Nursing program on a space-available basis and rank ordered based upon the readmission category found in the BCC Nursing Student Handbook. Applicants seeking readmission should apply through the Admissions office by April 1 of the semester prior to desired admission.

Transfer Information

Opportunities are available for those applicants with previous nursing credits who meet established criteria. Students are responsible for special testing fees and pre and co-requisite courses.

For nursing transfer credit send a syllabus, catalog description, and an official college transcript for each course to be evaluated to the Nursing Program Director.

OCCUPATIONAL THERAPY ASSISTANT

Degree offered

Associate in Science in Occupational Therapy Assistant

Credits required 73

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Johanna Duponte Department Chair and Professor of Occupational Therapy, johanna.duponte@bristolcc.edu

Program Code: OA

Program Goal Statement

The mission of the Occupational Therapy Assistant program is to provide an accessible, quality educational program to individuals in preparation for employment as Occupational Therapy Assistants. The program prepares generalist, entry-level occupational therapy assistants to practice under the supervision of registered occupational therapists in a variety of healthcare, home, school, workplace, community and other settings. The program prepares graduates to help people of all ages with physical, cognitive, psychosocial, sensory, emotional and other challenges regain, develop, or master everyday skills in order to engage in meaningful occupations and live independent, productive, and satisfying lives. The program advances the mission of the College by providing a career-ready education delivered in a learner-centered, supportive community that values professionalism, evidence-based practice and life long learning, respects diversity and prepares well rounded learners for employment.

Program Information

• One program with two curriculum delivery options: Traditional and eHealth (hybrid i.e. online classes, onsite labs and community and/or clinical fieldwork.) Both options are located in New Bedford.

• Students develop academic knowledge, clinical skills, and professional behavior through classroom, online, lab, fieldwork, and off-site learning experiences.

• Traditional option OTA courses are offered primarily during the day, Monday - Friday (schedules change each semester); eHealth program option OTA courses are offered Wednesday - Friday. The traditional program option requires 2-3.5 days/week onsite and the eHealth program option requires 1-2 days/week onsite. Both options include clinical fieldwork assignments which may include days, evenings and weekends. Both program options require 5 days/week (typically M-F) in full time fieldwork in the fourth semester. Both program options require an additional 20+ hours/week to complete the required reading and assignments.

• Computer technology is integrated throughout the OTA program. All OTA courses use online course spaces which necessitates all OTA students have access to a
computer that is internet enabled, and have information and computer literacy skills that include using web browsers and other web applications to locate and appropriately use information provided in an online format. Students should also have the ability to create, edit, save and retrieve documents, spreadsheets, and presentations.

• All applicants should review detailed information about technical requirements, time expectations, accessibility and eLearning, and how to succeed in an online classroom: http://dl.bristolcc.edu/wiki/index.php/eLearningBCC

• Prior to applying, all students should assess their ability to succeed in the online environment by completing the eLearning sample course at http://www.bristolcc.edu/elearning/elearning101/

• eHealth students must be self motivated to learn independently online.

• Once admitted to the Occupational Therapy Assistant Program students must complete all OTA courses in the required sequence.

• Students considering transfer to an Occupational Therapy program are encouraged to choose MTH 119 and HST 111 or HST 112 as electives.

• Developmental and abnormal psychology, foreign languages, including ASL and deaf studies, are not required, but are beneficial to practice as an OTA.

• Many General Education courses are available nights, weekends, online and at satellite campuses.

After BCC

• BCC graduates are recognized as well prepared entry-level practitioners by the clinical community and employers.

• Graduates have taken positions as Certified Occupational Therapy Assistants in area schools, acute care, rehab and psychiatric hospitals, residential and day rehabilitation programs, nursing homes, sub-acute rehab, transitional care, home care and outpatient settings.

• Graduates may transfer to Occupational Therapy programs at senior institutions. Specific prerequisite requirements and transfer credit are determined by the transfer institution.

Infused General Education Competencies

Ethical Dimensions, Multicultural Perspective, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses
BIO 233  Human Anatomy and Physiology I  4

BIO 234  Human Anatomy and Physiology II  4

COM 101  Fundamentals of Public Speaking  3

ENG 101  Composition I: College Writing  3

ENG 102  Composition II: Writing about Literature  3

PSY 101  General Psychology  3

SOC 101  Principles of Sociology  3

Choose one of the following

HLT 106 (Medical Language) or MAA 101 (Medical Terminology) are accepted to meet the HLT course requirement in the OTA program.

HLT 101  Medical Language Module I  1

HLT 102  Medical Language Module II  1

Choose one of the following

MTH 119  Fundamental Statistics  3

MTH 125  Modern College Mathematics  3

MTH 119 recommended for transfer.

Elective Courses
Historic Awareness Elective  3

See General Education Competency Courses/Historic Awareness (p. 487) for course listings

HST 111 or HST 112 recommended for transfer

Program Courses
OTA 111  Introduction to Occupational Therapy  4

OTA 117  Psychosocial Performance  4

OTA 121  Cognitive and Sensorimotor Performance  4

OTA 125  Movement in Human Performance  3

OTA 127  Psychosocial Therapeutic Modalities  4

OTA 233  Common Conditions of Physical Dysfunction  4

OTA 235  Professional Practice Skills  4

OTA 237  Developmental/Pediatric OT Practice  4

OTA 241  Level II Occupational Therapy Clinical Practice - A  5

OTA 243  Level II Occupational Therapy Clinical Practice - B  5

OTA 244  Seminar in Occupational Therapy  2

Required Preadmission Courses

BIO 233  Human Anatomy and Physiology I  4
Or

BIO 234  Human Anatomy and Physiology II  4

ENG 101  Composition I: College Writing  3
Or

ENG 102  Composition II: Writing about Literature  3

PSY 101  General Psychology  3
Preadmission courses must be completed at time of application with grades of B- or better.

Note: Applicants must also meet the college's arithmetic and introductory algebra competency, or the intermediate algebra competency (via placement test, math placement waiver or exemption as determined by Admissions Office, or developmental course) or have completed MTH 119 or MTH 125 with a grade of B- or higher.

BIO 233 prerequisites: high school chemistry or CHM 090 with a grade of C or better; completion of BIO 111 or BIO 121 with a grade of B- or better.

Required Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 111</td>
<td>Introduction to Occupational Therapy</td>
<td>4</td>
</tr>
<tr>
<td>OTA 117</td>
<td>Psychosocial Performance</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HLT 101</td>
<td>Medical Language Module I</td>
<td>1</td>
</tr>
<tr>
<td>HLT 102</td>
<td>Medical Language Module II</td>
<td>1</td>
</tr>
</tbody>
</table>

OTA courses must be taken in the sequence noted each semester.

BIO 234 and HLT 101 or equivalent must be completed prior to or during the first semester.

Required Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 121</td>
<td>Cognitive and Sensorimotor Performance</td>
<td>4</td>
</tr>
<tr>
<td>OTA 125</td>
<td>Movement in Human Performance</td>
<td>3</td>
</tr>
<tr>
<td>OTA 127</td>
<td>Psychosocial Therapeutic Modalities</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Historic Awareness Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

Consider taking any remaining Gen Ed courses to lighten semester load.

Required Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 233</td>
<td>Common Conditions of Physical Dysfunction</td>
<td>4</td>
</tr>
<tr>
<td>OTA 235</td>
<td>Professional Practice Skills</td>
<td>4</td>
</tr>
<tr>
<td>OTA 237</td>
<td>Developmental/Pediatric OT Practice</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 241</td>
<td>Level II Occupational Therapy Clinical Practice - A</td>
<td>5</td>
</tr>
</tbody>
</table>

OTA 243 Level II Occupational Therapy 5
OTA 244 Seminar in Occupational Therapy 2

Note OTA courses are offered only in the sequence noted.

Recommendations for Success

Students are advised to complete most general and elective courses prior to beginning OTA program courses. OTA classes, labs, and clinical fieldwork require attendance two to three days per week in Semester 1, 2, and 3 and 40+ hours/week in Semester 4. Some classes extend into the evening. Fieldwork placements may include days, evenings and/or weekends. Students typically need to decrease work obligations as program requirements increase.

Program Outcomes 2015-2017

The total number of graduates from the Bristol Community College Occupational Therapy Assistant Program during the three year period 2015-2017 was 86, with an overall graduation rate of 96%. Program results (certification exam pass rates) from the National Board for Certification in Occupational Therapy (NBCOT®) can be found online at https://secure.nbcot.org/data/schoolstats.aspx.

<table>
<thead>
<tr>
<th>Graduation Year</th>
<th>Students Entering</th>
<th>Students Graduating</th>
<th>Graduation Rate</th>
<th>NBCOT Certification Exam Pass Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>32 (F 2013)</td>
<td>32</td>
<td>100%</td>
<td>94%</td>
</tr>
<tr>
<td>2016</td>
<td>30 (F 2014)</td>
<td>24</td>
<td>89%</td>
<td>100%</td>
</tr>
<tr>
<td>2017</td>
<td>29 (F 2015)</td>
<td>30</td>
<td>100%</td>
<td>92%</td>
</tr>
<tr>
<td>Total 3-year</td>
<td>91</td>
<td>86</td>
<td>96%</td>
<td>95%</td>
</tr>
</tbody>
</table>

SPECIAL REQUIREMENTS FOR THE PROGRAM

Admission Requirements

The Occupational Therapy Assistant program is a competitive-entry program with selective admission requirements. A limited number of students are admitted. Meeting minimal requirements places the applicant in the selection pool but does not guarantee admission. In order to be considered minimally qualified, applicants must have submitted their application, all supporting documents and have fulfilled the following criteria by the priority application deadline of February 1:

- Meet the college’s arithmetic and introductory algebra competency, or the intermediate algebra competency
Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission

Grade Requirements and Timelines

Once enrolled in the OTA program students are required to complete all courses in the four semesters of instruction in sequence in order to integrate theoretical and clinical education. Students must receive a minimum grade of C (73) in all required occupational therapy assistant courses. Failure to earn a C (73) or better will result in program dismissal. Students who fail, do not complete, or withdraw from OTA courses may reapply to the program only once. Readmission is not guaranteed and is on a space available basis. The readmission decision is based on the recommendations of the faculty and department chair. Readmitted students must resume OTA coursework within one year of date of program dismissal or withdrawal. Students must successfully complete all required coursework, clinical and program objectives and competencies within five years of initial acceptance into the OTA program in order to graduate. Level II fieldwork must be completed within 18 months of completion of the OTA academic coursework.

Additional Costs

Students accepted into the program are responsible for associated costs such as parking, lab supplies, name tag, graduate pin, conferences, professional meetings, membership in the American Occupational Therapy Association, liability insurance, fieldwork related costs (drug testing, finger printing and travel). Students are required to attend off-campus professional meetings and a variety of community activities. Once graduated students pay additional fees for national certification and state licensing.

Fieldwork Affiliations

Transportation to the fieldwork sites is the student’s responsibility. Students should be prepared to travel an hour or more from campus. Students are advised to decrease outside work obligations in the first three semesters, then discontinue during full-time fieldwork affiliations in the fourth semester. Fieldwork hours may extend into evenings and weekends and extend beyond the academic year. The availability of clinical affiliations depends on the ability of area healthcare providers to accept students. In some cases, affiliations will be completed in a fifth semester.

Health Requirements

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A two step TB test and flu shot is required each year. Students who decline having a flu shot may not be able to complete the program’s clinical fieldwork requirements. Students must be certified by the American Heart Association in C.P.R. (Basic Life Support for Health Care Providers). Students are required to maintain C.P.R. certification and health insurance throughout their enrollment. Additional laboratory tests, including drug screening are required, at least annually, by the program and clinical agencies. Clinical agencies may require additional procedures such as CORI's or finger printing at any time. All fees are paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests...
positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

Additional Requirements

Upon admission to the OTA Program students will be required to attend a program information meeting. Students will be required to complete an assignment regarding occupational therapy and his/her preparation (academic and/or life experience) for a career as an OTA. Physical examination and CPR certification must be completed prior to the start of classes or students will not be able to attend clinical fieldwork which will prevent completion of program objectives. All admitted students complete eLearning 101.

Upon admission to the program and at regular intervals during the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during clinical experiences. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P. A positive CORI/SORI check may prevent students from participating in clinical assignments in contracted health facilities and prevent students from completing the program objectives. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

The Massachusetts Board of Allied Health Professions requires licensure applicants to report any history of felonies or misdemeanors and may deny licensure to those applicants. Further information is available from the MA Board of Allied Health regarding guidelines for applicants with criminal records call (617) 727-3071 or email at alliedhealth@state.ma.us.

The Disciplinary Action Committee of the National Board for Certification in Occupational Therapy (NBCOT) requires a criminal background check of all applicants and may refuse to administer the certification exam, and/or deny certification to any individual charged with or convicted of a felony. For further information, contact NBCOT, 12 South Summit Avenue, Suite 100, Gaithersburg, Maryland 20877-4150; (301) 990-7979.

Essential Functions

OTA students must possess certain cognitive, physical, and psychosocial abilities in order to successfully complete the requirements of the program and ultimately practice in the profession:

- Cognitive ability to learn and apply the skills necessary to meet the curriculum requirements of the program and to qualify to take the NBCOT certification examination.
- Sufficient visual skills to allow accurate reading of a medical record, reading and recording of vital signs, and assessment of patients within a distance of 10 feet.
- Sufficient hearing skills to successfully interact with all team members, as well as to hear and respond to equipment, monitors, and alarms.
- Physical abilities to safely meet the multiple needs of various patient populations. This includes sufficient joint mobility, strength, motor control, balance, functional mobility and the ability to lift and move patients from one surface to another.
- Communication skills to clearly and effectively communicate in English with patients, families, faculty, and healthcare workers in both verbal and written form.
- Emotional stability to demonstrate professional interactions with faculty, patients, families, and all other professional staff; to demonstrate respect and confidentiality; to demonstrate good judgment and ethical behavior; to deal effectively with conflict situations; and to demonstrate responsibility for oneself and his/her actions.

Accreditation

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE’s phone number is 301.652.2682 and the website is www.acoteonline.org.

Certification and Licensure

Graduates of the program are eligible to sit for the National Certification Examination for the Occupational Therapy Assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the graduate will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. A felony conviction may affect a graduate’s ability to sit for the NBCOT certification and/or attain state licensure.

Office Administration

OFFICE ADMINISTRATION/EXECUTIVE ADMINISTRATIVE ASSISTANT CAREER

Degree offered
Associate in Science in Office Administration (Executive Administrative Assistant)

Credits required 63/64

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu

Program Code: OF
Concentration Code: OFA

Program Goals Statement
This program prepares students for careers as office professionals in a variety of businesses such as government offices, manufacturing firms, insurance companies, retail, real estate, corporate offices, banks, and educational institutions. The executive administrative assistant combines organizational and people skills with an expertise in information processing and office technology.

Related Programs
- Administrative Assistant Certificate, Office Support Certificate, Office Technology Management Certificate

Program Information
- Transfer credit for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- Students wishing to receive PEL credit for an OFC course must follow the PEL procedures provided in the Academic Information section of this catalog. The student must initiate the process with the Office Administration department chair.
- OFC 102 (p. 575) or a demonstrated keyboarding speed of 20 wpm based on a three-minute timing administered by the Office Administration department chair is a prerequisite for OFC 113 (p. 575) and OFC 117 (p. 575).

Recommendations
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.
- Take any developmental courses needed prior to enrolling in ENG 101 (p. 546).

After BCC

- Students have gone on to become administrative assistants and office managers in all types of offices and corporations.
- Graduates have gone on to become teachers in the field.
- This program is designed for students who plan to enter the workforce immediately.

Infused General Education Competencies

First-Year Experience

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective - Science</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Program-Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 268</td>
<td>Media and Technology Tools</td>
<td>4</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

OFC 102: (May be waived by previous course or passing a keyboarding test administered by the Office Administration department chair.)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFC 268</td>
<td>Media and Technology Tools</td>
<td>4</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

**OFFICE ADMINISTRATION/MEDICAL ADMINISTRATIVE ASSISTANT**

**Degree offered**

Associate in Science in Office Administration - Medical Administrative Assistant option

**Credits required 62/64**

**Dean**

Lynne Brodeur, lynne.brodeur@bristolcc.edu

**Program contact**

Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: OF

Concentration Code: OFM

**Program Goal Statement**

Students completing this program are prepared to work as an administrative assistant for doctors or dentists, in hospitals, medical offices, health agencies, or related fields. Students develop skills in computer applications, medical software, medical terminology, medical insurance forms preparation, beginner and advanced medical transcription, medical office procedures, speech recognition and master employment readiness skills.

**Program Information**

- MAA courses are offered primarily during the day in Fall River.

**Recommendations**

- OFC 102 (p. 575) can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is a prerequisite for OFC 113 (p. 575) and OFC 117 (p. 575).

- Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Anatomy & Physiology). Take OFC 120 (Text Editing) before MAA 102 (Medical Transcription).

**Admission Requirements**

- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

**After BCC**

- In addition to working as a medical administrative assistant in a health related field, students that successfully complete MAA 102 (Medical Transcription), MAA 203 (Advanced Medical Transcription) can easily transition into the position of medical "scriber", transcribing live alongside the provider and patient in a hospital, medical office, or related facility.

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>
ENG 101  Composition I: College Writing   3
ENG 102  Composition II: Writing about Literature   3
HST 114  United States History from 1877   3
SOC 212  The Sociology of Social Problems   3

Program Courses
MAA 101  Medical Terminology   3
MAA 102  Medical Transcription   3
MAA 203  Advanced Medical Transcription   3
OFC 266  Administrative Office Management   3
MAA 204  Medical Insurance Forms Preparation   3
MAA 205  Medical Office Procedures   3
MAA 209  Medical Office Portfolio Development   3
OFC 102  Computer Keyboarding   1
OFC 113  Introduction to Microsoft Word   3
OFC 117  Introduction to Computers and Software Applications   3
OFC 120  Text Editing   3
OFC 150  Speech Recognition   3
OFC 214  Advanced Microsoft Word   3

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar   1
OFC 102  Computer Keyboarding   1
OFC 113  Introduction to Microsoft Word   3
OFC 117  Introduction to Computers and Software Applications   3
ENG 101  Composition I: College Writing   3
MAA 101  Medical Terminology   3

Note: General Education courses can be taken in the semester of personal choice.

OFC 102: (May be waived by a previous course or passing a keyboarding test administered by the Office Administration Department Chair.)

Recommended Course Sequence - Spring Semester 2
OFC 214  Advanced Microsoft Word   3
OFC 120  Text Editing   3
BUS 251  Business Law   3
ENG 102  Composition II: Writing about Literature   3
BIO 115  Survey of Human Anatomy and Physiology   4

Recommended Course Sequence - Fall Semester 3
MAA 102  Medical Transcription   3
COM 101  Fundamentals of Public Speaking   3
MAA 204  Medical Insurance Forms Preparation   3
ACC 101  Principles of Accounting I   4
OFC 150  Speech Recognition   3

Recommended Course Sequence - Spring Semester 4
MAA 205  Medical Office Procedures   3
OFC 266  Administrative Office Management   3
Or
MAA 203  Advanced Medical Transcription   3
MAA 209  Medical Office Portfolio Development   1
BUS 111  Business and Financial Mathematics   3
SOC 212  The Sociology of Social Problems   3
HST 114  United States History from 1877   3

PARALEGAL STUDIES

Degree offered
Associate in Science in Paralegal Studies

Credits required 61/62

Dean
Kathleen Pearle, Ed. D., kathleen.pearle@bristolcc.edu

Program contact
Elizabeth Nowakowski, J.D., Program Coordinator and Associate Professor of Paralegal Studies, Elizabeth.Nowakowski@bristolcc.edu

Program Code: PG

Program Goals Statement

The Associate of Science in Paralegal Studies (Career Concentration) combines a liberal arts foundation with a career concentration in one of the fastest growing professions in America. Students have an opportunity to explore the field of law and gain marketable skills to perform a wide range of supportive legal functions. Please note that a Certificate or Degree in Paralegal Studies does not enable a person to practice law, represent clients in court or give legal advice; only licensed attorneys can perform these functions.

Related Programs
• Paralegal Studies certificate
• Legal Administrative Assistant degree
• Legal Office Assistant certificate

Program Information
• Acquire basic understanding of substantive and procedural areas of law for a variety of legal settings.

• Acquire skill in legal research and writing.

• Gain work experience by participating in the Paralegal Internship, PLS 243, which places students in office positions related to their academic program.

• Some courses are offered online.

• PLS courses are taught by licensed attorneys with J.D.s from ABA-accredited law schools.

• Nine (9) credits may be applied to the Legal Administrative Assistant degree.

• Twelve (12) credits may be applied to the Legal Office Assistant certificate.

After BCC

• Employment in a variety of settings including law firms, corporate law departments, financial institutions, government agencies, or courts.

• Some graduates continue their education in advanced paralegal studies or pursue law degrees.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

Science Elective - choose one

<table>
<thead>
<tr>
<th>Elective - Science</th>
<th>Credits</th>
</tr>
</thead>
</table>

Program Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 102</td>
<td>Torts Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 232</td>
<td>Advanced Legal Research and Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 240</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLS 220</td>
<td>Bankruptcy Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 231</td>
<td>Interviewing and Investigation</td>
<td>3</td>
</tr>
<tr>
<td>PLS 234</td>
<td>Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 235</td>
<td>Immigration Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 242</td>
<td>Business Organization for Paralegals</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>MTH 119 Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 232</td>
<td>Advanced Legal Research and Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 240</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 232</td>
<td>Advanced Legal Research and Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 102</td>
<td>Torts Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS Elective</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>PLS 220</td>
<td>Bankruptcy Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 231</td>
<td>Interviewing and Investigation</td>
<td>3</td>
</tr>
<tr>
<td>PLS 234</td>
<td>Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 235</td>
<td>Immigration Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 242</td>
<td>Business Organization for Paralegals</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>PLS 240</td>
<td>Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

VETERINARY HEALTH CARE

Degree offered

Associate in Applied Science in Veterinary Health Care

Credits required 61

Dean
Program Goals Statement
The Veterinary Health Care program prepares entry-level veterinary technician assistants to practice under the supervision of certified veterinarians and animal rehabilitators in a variety of animal care and wellness settings. Participants gain the basic principles, attitudes, and experiences needed to work as veterinary technician assistants in veterinary hospitals, animal shelters, wildlife rehabilitation centers, and laboratory animal facilities.

Program Information
- ORIENTATION - Students are expected to attend program-specific orientation prior to their first class meeting.
- Due to the inherently unpredictable behavior of animals, there is an element of assumed risk in all animal studies. A waiver of liability is required and only students enrolled in the Veterinary Health Care program will be covered by BCC’s malpractice insurance policy.

Special Requirements for the Program

Health Requirements
- Please refer to the program handbook for details and explanations regarding the Technical Standards for physical and mental criteria required by the program. Many animal industry and veterinary careers require good physical health, the ability to lift up to 50 lbs., multitask, be observant of surroundings, handle stressful situations with composure, have good interpersonal communication skills, emotional stability, and use fine motor skills. Students with issues in any of these areas should discuss them with the program director prior to enrolling.
- Rabies and tetanus, among other vaccinations for health and safety, are highly recommended and outlined in the program handbook. Criminal Records Check/Drug Testing

- A CORI check demonstrating a conviction of an animal cruelty related misdemeanor/felony prohibits admittance to the program.

- A criminal background check (CORI) and/or drug test may be required by and at the discretion of the field experience host location prior to participation in the field experience. If any host facility refuses to allow the student to participate in the field experiences at that facility, that student may not be able to progress in and/or graduate from the program. CORI form

Field Work
- Transportation to field experience and field trip locations is the responsibility of the student. Carpooling with classmates is highly encouraged. Field work is integrated in the many of the animal science classes in order to increase comprehension, skills, and professionalism.
- Field experience hours may include day, evenings or weekends. Students should expect to travel up to one hour from campus to their individual host location.

Additional Costs
- Students are responsible for the cost of uniforms, professional liability insurance, vaccinations and independently endorsed achievement testing certificates.

Functional Abilities Essential for Veterinary Health Care

Students enrolled in the Veterinary Health Care program should be prepared to meet the standards established by the following physical and mental criteria.

Veterinary medicine is a practice discipline, with cognitive, sensory, affective, and psychomotor performance requirements. The functional eligibility requirements for participation in the Veterinary Health Care program are essential for the delivery of optimal and safe patient care.

- Have the ability to stand, walk, or run for prolonged periods of time in various outdoor environments and weather conditions.
- Have the ability to assess environmental, behavioral, or physical changes for potential problems, prioritize, report, and correct issues through integration of information and situational details
- Have the ability to collaboratively work with all program students, program faculty, and other animal care professionals in the classroom, during off campus activities, lab and field experience settings.
- Have the ability to respond calmly and appropriately to directions in stressful
environments and situations or impending deadlines.

- Have the ability to communicate and respond effectively in English using verbal, non-verbal and written formats with other students, program faculty and other animal care professionals.

- Have sufficient motor ability to execute the movement and skills required swiftly and accurately for safe and effective performance of animal care practices.

- Have sufficient auditory, visual, and tactile ability with or without correction to monitor and work safely with animals and assess health needs.

- Demonstrate emotional stability, professional behaviors, and a strong work ethic in an emotionally charged environment.

Academic Expectations

- Computer technology is integrated in animal science courses. Computer access is required outside of class time for independent training certificates, supplemental materials and independent training certificates, supplemental materials and independent presentation assignments.

- Students must achieve a minimum of "C" (73) in all animal science courses in order to progress in the program and graduate. Students must pass all co-requisites and electives to remain in the program and graduate.

- All students are required to earn a "C" (73) or better in all general education and ANS course requirements in order to be eligible to enroll in a field experience course and to satisfy graduation requirements. In addition, all students are required to earn a "C" (73) or better in all ANS courses to satisfy co/prerequisites in the Veterinary Health Care A.A.S. program.

- A passing grade of a C (73) or better in the laboratory portion of this course is required to receive a final passing grade for the course.

For Transfer Pathway

- Take BIO 121 Fundamentals of Biological Science I as an option to meet the Scientific Reasoning and Discovery competency and as a prerequisite option for ANS 201 Anatomy and Physiology of Domestic Animals and ANS 240 Animal Nutrition and Feeding; take MTH 119 Fundamental Statistics or MTH 131 Elements of College Mathematics.

For Career Programs

- Take BIO 111 General Biology I; take MTH 119 Fundamental Statistics or MTH 125 Modern College Mathematics as an option to meet the Quantitative and Symbolic Reasoning competency and as a prerequisite option for ANS 216 Veterinary Pharmacology and ANS 240 Animal Nutrition and Feeding.

After BCC

- Graduates work as veterinary technician assistants in a variety of animal facilities, such as veterinary hospitals, animal shelters, wildlife rehabilitation centers, and laboratory animal facilities.

- Graduates of this program can transfer into a certified veterinary technician program or into a more general animal science program at another two-year or four-year institution.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111 General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>BIO 121 Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SCI 125 Social and Ethical Issues in Science, Technology, and Health Science</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252 The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ANS 101 Introduction to Animal Care &amp; Management</td>
<td>3</td>
</tr>
<tr>
<td>ANS 103 Applied Animal Behavior</td>
<td>3</td>
</tr>
<tr>
<td>ANS 107 Medical Terminology for Animal Science I</td>
<td>1</td>
</tr>
<tr>
<td>ANS 108 Medical Terminology for Animal Science II</td>
<td>1</td>
</tr>
<tr>
<td>ANS 115 Community Health and Zoonosis</td>
<td>3</td>
</tr>
<tr>
<td>ANS 121 Animal Handling and Restraint</td>
<td>3</td>
</tr>
<tr>
<td>ANS 147 Veterinary Office Procedures</td>
<td>2</td>
</tr>
<tr>
<td>ANS 153 Animal Health and Diseases</td>
<td>3</td>
</tr>
<tr>
<td>ANS 201 Anatomy &amp; Physiology of Domestic Animals</td>
<td>4</td>
</tr>
<tr>
<td>ANS 205 Clinical Methods</td>
<td>3</td>
</tr>
<tr>
<td>ANS 216 Veterinary Pharmacology</td>
<td>2</td>
</tr>
<tr>
<td>ANS 221 Veterinary Assistant Field Experience &amp; Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ANS 222 Humane Euthanasia Seminar</td>
<td>2</td>
</tr>
<tr>
<td>ANS 240 Animal Nutrition and Feeding</td>
<td>3</td>
</tr>
</tbody>
</table>
OFC 160  Veterinary Administrative Software I  1
OFC 161  Veterinary Administrative Software II  1

Choose one of the following
MTH 119  Fundamental Statistics  3
MTH 125  Modern College Mathematics  3
MTH 131  Elements of College Mathematics  3

Recommended Course Sequence - Semester 1
ANS 101  Introduction to Animal Care & Management  3
ANS 103  Applied Animal Behavior  3
SCI 125  Social and Ethical Issues in Science, Technology, and Health Science  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ANS 147  Veterinary Office Procedures  2

Recommended Course Sequence - Semester 2
ANS 107  Medical Terminology for Animal Science I  1
ANS 115  Community Health and Zoonosis  3
ANS 121  Animal Handling and Restraint  3
BIO 111  General Biology I  4
HST 114  United States History from 1877  3
MTH 119  Fundamental Statistics  3
Or
MTH 125  Modern College Mathematics  3
Or
MTH 131  Elements of College Mathematics  3

Recommended Course Sequence - Semester 3
ANS 108  Medical Terminology for Animal Science II  1
ANS 153  Animal Health and Diseases  3
ANS 201  Anatomy & Physiology of Domestic Animals  4
ANS 205  Clinical Methods  3
OFC 160  Veterinary Administrative Software I  1
OFC 161  Veterinary Administrative Software II  1
SOC 252  The Sociology of Human Relations  3

Recommended Course Sequence - Semester 4
ANS 240  Animal Nutrition and Feeding  3
ENG 102  Composition II: Writing about Literature  3
ANS 216  Veterinary Pharmacology  2
ANS 221  Veterinary Assistant Field Experience & Seminar  3
ANS 222  Humane Euthanasia Seminar  2
Division of Humanities and Education

Art Transfer

ANIMATION AND MOTION GRAPHICS TRANSFER

Career Program

Degree offered
Associate in Arts in Art Transfer (Animation and Motion Graphics Concentration)

Credits required 65

Dean
Ulli K. Ryder, uli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design
marisa.millard@bristolcc.edu

Program Code: AT
Concentration Code: AMG

Program Goals Statement
In this program, students gain a foundation in design and drawing and develop skills in visual communication and interactive design with a focus on the creative process. In their second year, they choose electives to emphasize either an animation or motion graphics concentration.

Students create a portfolio of work showcasing their abilities with narrative in time-based media and either transfer to a four-year program in digital media or directly into careers supporting time-based design.

Program Information
• Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.
• Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

Additional Information Sequencing
• Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

After BCC

• Students can transfer to four-year B.F.A. programs in animation, new media, interactive design, motion graphics, broadcast design, or electronic imaging.
• The program is also designed for immediate entry into the job market if desired.
• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Oral Communication

DEGREE REQUIREMENTS

General Courses
ART 106 Survey of Art History II: Modern Art 3
ART 205 Topics in Contemporary Art 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Elective Courses
See General Education Competency Courses (p. 485) for course listings
Scientific Reasoning and Discovery Elective - Lab 4
Quan/Sym Reasoning Elective 3

Studio Foundation
ART 101 Visual Art Colloquium 1
ART 111 Drawing I 3
ART 112 Drawing II 3
ART 121 Two-Dimensional Design 3
ART 151 Digital Photography 1
ART 260 Computer Graphics 3

Studio Foundation - Choose one of the following
ART 122 Two-Dimensional Design II 3
ART 132 Three-Dimensional Design II 3

Advanced Studio
ART 201 Careers in the Visual Arts 2
ART 261 Graphic Design I 3
ART 266 Typography Design 3
ART 276 Multimedia Design 3
ART 280 Electronic Imaging 3
ART 281 Web Animation 3

Advanced Studio - Choose one of the following
ART 282 Character Animation 3
ART 285 Motion Graphics 3
Program Electives – Choose 3 from:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 211</td>
<td>Drawing III</td>
<td>3</td>
</tr>
<tr>
<td>ART 216</td>
<td>Introduction to Illustration</td>
<td>3</td>
</tr>
<tr>
<td>ART 282</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 285</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 292</td>
<td>Design Studio</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>COM 159</td>
<td>Video Field Production and Editing</td>
<td>3</td>
</tr>
<tr>
<td>MUS 117</td>
<td>Sound Design for Multimedia</td>
<td>3</td>
</tr>
</tbody>
</table>

Or an ART course approved by the program coordinator

With your program advisor, choose electives based on your choice of concentration and your goals.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern</td>
<td>3</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 112</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 281</td>
<td>Web Animation</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td>ART 122</td>
<td>Two-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 132</td>
<td>Three-Dimensional Design II</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

Consider taking Gen Ed or studio courses to reduce semester load.

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 201</td>
<td>Careers in the Visual Arts</td>
<td>2</td>
</tr>
<tr>
<td>ART 205</td>
<td>Topics in Contemporary Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 276</td>
<td>Multimedia Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4 - Choose two

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 282</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 285</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Mathematics Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

FINE ARTS TRANSFER

Degree offered

Associate in Arts in Art Transfer (Art/Fine Arts Concentration)

Credits required 65

Dean

Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact

Erik Durant, Coordinator of and Assistant Professor in Art, erik.durant@bristolcc.edu

Program Code: AT

Concentration Code: ATF

Program Goals Statement

This program provides a strong foundation in art to prepare students for transfer into senior institutions and a career in the visual arts. Students work within a structured curriculum that emphasizes visual perception, technical skills, and an artistic philosophy geared toward individual success. Following a common one-year foundation program, students choose advanced courses to focus on their individual goals and build a strong portfolio.

Program Information

- The Art program has approximately 180 students and 20 dedicated faculty of working artists and designers. The program offers a strong individual support system for students.
- Some studio art courses are offered only one semester per year. It is recommended that students take developmental courses, science, and math in the summer.

Additional Information

Sequencing Complete all Studio Foundation program courses before taking any Advanced Studio courses.

Scheduling restrictions

Take ART 101 in the fall semester of your first year, as well as ART 201 and ART 211 in the fall semester of your last year.

After BCC

- Graduates transfer to four-year institutions and major in subjects such as painting, sculpture, printmaking, art history, art education, and other related fields.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer/li>
Students may also choose advanced studio electives from the Graphic Design advanced program courses.

**Recommended Course Sequence – Fall Semester 1**
- ART 101 Visual Art Colloquium 1
- ART 111 Drawing I 3
- ART 121 Two-Dimensional Design 3
- ART 131 Three-Dimensional Design 3
- ENG 101 Composition I: College Writing 3
- ART 105 Survey of Art History I: Ancient through Renaissance Art 3

**Recommended Course Sequence – Spring Semester 2**
- ART 112 Drawing II 3
- ART 122 Two-Dimensional Design II 3
- ART 132 Three-Dimensional Design II 3
- ART 151 Digital Photography 1
- ENG 102 Composition II: Writing about Literature 3
- ART 106 Survey of Art History II: Modern Art 3

**Recommended Course Sequence – Fall Semester 3**
- ART 211 Drawing III 3
- ADV. ART ELECTIVE 3
- ADV. ART ELECTIVE 3
- ART 201 Careers in the Visual Arts 2
- ART 205 Topics in Contemporary Art 3
- MTH 119 Fundamental Statistics 3
- OR
- MTH 125 Modern College Mathematics 3

**Recommended Course Sequence – Spring Semester 4**
- ADV. ART ELECTIVE 3
- ADV. ART ELECTIVE 3
- ADV. ART ELECTIVE 3
- Lab Science Elective 4
- AND
- PHILOSOPHY ELECTIVE 3
- OR
- SOCIOLOGY ELECTIVE 3

**GRAPHIC DESIGN TRANSFER**

**Degree offered**
Associate in Arts in Art Transfer
(Graphic Design Concentration)

**Credits required 65**

**Dean**
Ulli K. Ryder, ulli.ryder@bristolcc.edu

**Program contact**
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design
marisa.millard@bristolcc.edu
Program Code: AT
Concentration Code: ATG

Program Goals Statement
This program provides a strong foundation in drawing and design, preparing students for transfer into a senior institution and a career in graphic design, Web and multimedia design, advertising design, and electronic imaging. Students utilize traditional media and computer graphics within a structured curriculum. Studio courses emphasize visual perception, creative thinking, aesthetics, technical skills, and exploration of the design process, and applications to professional practice.

Program Information
• Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.
• Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

Additional Information
• Sequencing: Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

After BCC
• Recent graduates have transferred to Rhode Island School of Design, Massachusetts College of Art and Design, Minneapolis College of Art and Design, UMass Dartmouth, and others. Graduates transfer to four-year BFA programs in graphic design, digital media, Web design, media arts, animation and illustration, as well as art education.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Historical Awareness, Multicultural Perspective, Oral Communication

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses
See General Education Competency Courses (p. 485) for course listings

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 112</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 122</td>
<td>Two-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
</tbody>
</table>

Advanced Studio
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 201</td>
<td>Careers in the Visual Arts</td>
<td>2</td>
</tr>
<tr>
<td>ART 211</td>
<td>Drawing III</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 262</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one elective from
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 271</td>
<td>Web Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 292</td>
<td>Design Studio</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or, an ART course approved by the program coordinator</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence – Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence – Spring Semester 2
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 112</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 122</td>
<td>Two-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence – SUMMER
Consider taking Gen Ed or studio courses to reduce semester load.
Recommended Course Sequence – Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 131</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 201</td>
<td>Careers in the Visual Arts</td>
<td>2</td>
</tr>
<tr>
<td>ART 211</td>
<td>Drawing III</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence – Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 262</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

WEB DESIGN AND MEDIA ARTS CAREER

Degree offered
Associate in Arts in Art Transfer
(Web Design & Media Arts Concentration)

Credits required 65

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design
marisa.millard@bristolcc.edu

Program Code: AT
Concentration Code: ATM

Program Goals Statement
This program provides students with the necessary foundation to enter the job market for careers in Web design, Web animation, multimedia design, and media arts, or to transfer to a four-year BFA program in these fields. Course work emphasizes the creative process. Students develop a professional-level graphic design portfolio showcasing their visual communication skills as well as their grasp of industry-standard design technology.

Program Information
- Students develop their creative and technical potential while building a strong portfolio for use in transferring or towards the job market.
- Graphic design classes use industry-standard software and hardware in a dedicated design computer lab.

Additional Information
- Sequencing: Students should plan to complete all Studio Foundation program courses before taking any Advanced Studio courses.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Historical Awareness, Multicultural Perspective, Oral Communication

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 122</td>
<td>Two-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 271</td>
<td>Web Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
</tbody>
</table>

Advanced Studio
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 201</td>
<td>Careers in the Visual Arts</td>
<td>2</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 272</td>
<td>Web Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 273</td>
<td>Advanced Web Design Studio</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose three electives based on your choice of concentration and your goals
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 276</td>
<td>Multimedia Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 281</td>
<td>Web Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 282</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 285</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 292</td>
<td>Design Studio</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

or an ART course approved by the program coordinator
### Recommended Course Sequence - Fall Semester 1
- ART 101 Visual Art Colloquium 1
- ART 111 Drawing I 3
- ART 121 Two-Dimensional Design 3
- ART 260 Computer Graphics 3
- CIS 122 Internet Developer 3
- ENG 101 Composition I: College Writing 3

### Recommended Course Sequence - Spring Semester 2
- ART 106 Survey of Art History II: Modern Art 3
- ART 122 Two-Dimensional Design II 3
- ART 151 Digital Photography 1
- ART 271 Web Design I 3
- ART 280 Electronic Imaging 3
- ENG 102 Composition II: Writing about Literature 3

### Recommended Course Sequence - SUMMER
Consider taking Gen Ed or studio courses to reduce semester load.

### Recommended Course Sequence - Fall Semester 3
- Program Elective 3
- ART 201 Careers in the Visual Arts 2
- ART 205 Topics in Contemporary Art 3
- ART 261 Graphic Design I 3
- ART 266 Typography Design 3
- ART 272 Web Design II 3

### Recommended Course Sequence - Spring Semester 4
- Program Elective 3
- Program Elective 3
- ART 273 Advanced Web Design Studio 3
- Lab Science Elective 4
- Mathematics Elective 3

### COMMUNICATION TRANSFER

<table>
<thead>
<tr>
<th>Degree offered</th>
<th>Associate in Arts in Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits required 61/63</td>
<td></td>
</tr>
</tbody>
</table>

Dean/p> Ulli K. Ryder, ullah ryder@bristolcc.edu

Program contact Joyce Fernandes, Coordinator and Professor of Communication, joyce.fernandes@bristolcc.edu

Program Code: CO

### Program Goals Statement
Students explore the fundamentals of human communication in theory and practice, analyze the historic and contemporary role of mass media and emerging new media in an increasingly diverse society, develop communication skills, and prepare to transfer to a four-year college or university communication program.

### Program Information
- Based on advising and assessment of individual needs and direction, students may select a cluster of communication-related courses and gain practical experience through field-based learning in an area related to mass communication, organizational communication, or public communication.

### After BCC
- Qualified Communication students transfer to four-year schools and may choose from among a variety of careers to pursue that are related to the communication field.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer

### Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

### DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking 3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature 3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I 3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II 3</td>
</tr>
<tr>
<td>Choose one of the following</td>
<td></td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics 3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics 3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses – Choose one Behavioral/Social Science from the following in addition to the Free Elective</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Social and Cultural Anthropology 3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro 3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro 3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government 3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government 3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government 3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present 3</td>
</tr>
<tr>
<td>HST 116</td>
<td>American Foreign Policy-1898 to the Present 3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology 3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems 3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
</tr>
<tr>
<td>SOC 258</td>
<td>Topics in Sociology</td>
</tr>
<tr>
<td>ELECTIVE Free</td>
<td></td>
</tr>
</tbody>
</table>

Must take one free elective

**Choose 4 courses from Transfer Electives and Elective Recommendations**

See Transfer Electives and Elective Recommendations for course listings

- Behavioral/Social Science Elective: 3
- Lab Science Elective: 4
- Science Elective: 3-4

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 106</td>
<td>Introduction to Communication and College Success</td>
<td>3</td>
</tr>
<tr>
<td>COM 111</td>
<td>Mass Communication</td>
<td>3</td>
</tr>
<tr>
<td>COM 112</td>
<td>News Writing and Reporting</td>
<td>3</td>
</tr>
<tr>
<td>COM 241</td>
<td>Public Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

COM 106: Take first, before other COM courses

**Program Electives – Choose one from the following**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 157</td>
<td>Television Production</td>
<td>3</td>
</tr>
<tr>
<td>COM 159</td>
<td>Video Field Production and Editing</td>
<td>3</td>
</tr>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - Choose three, according to transfer requirement or career goal, from among**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 120</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COM 157</td>
<td>Television Production</td>
<td>3</td>
</tr>
<tr>
<td>COM 159</td>
<td>Video Field Production and Editing</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>COM 241</td>
<td>Public Relations</td>
<td>3</td>
</tr>
<tr>
<td>ART 240</td>
<td>Introduction to Visual Communication</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 230</td>
<td>Film</td>
<td>3</td>
</tr>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

The Communication Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Communication A2B Program, the following **Foundational Courses** are required:

- ENG 230: Film: 3
- COM 113: Interpersonal Speech: 3

**Recommended Course Sequence - Fall Semester 1**

- Behavioral/Social Science Elective: 3
- COM 106: Introduction to Communication and College Success: 3
- ENG 101: Composition I: College Writing: 3
- HST 111: The West and the World I: 3
- MTH 119: Fundamental Statistics: 3
- MTH 125: Modern College Mathematics: 3

**Recommended Course Sequence - Spring Semester 2**

- Lab Science Elective: 4
- COM 101: Fundamentals of Public Speaking: 3
- COM 111: Mass Communication: 3
- ENG 102: Composition II: Writing about Literature: 3
- HST 112: The West and the World II: 3

**Recommended Course Sequence - Fall Semester 3**

- Behavioral/Social Science Elective: 3
- Lab Science Elective: 4
- Program Elective: 3
- COM 112: News Writing and Reporting: 3
- Communications Elective: 3

**Recommended Course Sequence - Spring Semester 4**

- Behavioral/Social Science Elective: 3
- Program Elective: 3
- Program Elective: 3
- Program Elective: 3

**Modality**

**Online Communication Courses:**

- COM 101: Fall, Spring, Summer
- COM 106: Spring, Summer
- COM 111: Fall
- COM 112: Spring
- COM 113: Summer
- COM 241: Fall

**Face-to-Face Communications Courses**

- COM 101: Fall, Spring, Summer
- COM 106: Fall
- COM 111: Spring
COM 112: Fall
COM 113: Fall, Spring
COM 114: Fall, Spring
COM 157: Fall
COM 159: Spring
COM 160: Fall, Spring, Summer
COM 212: Fall, Spring
COM 241: Spring, Summer

Deaf Studies

DEAF STUDIES TRANSFER

Degree offered
Associate in Arts in Deaf Studies (Transfer)

Credits required 60/63

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS

Program Goals Statement
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program prepares students, both Deaf and hearing, who are interested in a professional career working with Deaf, hard-of-hearing or late-deafened persons to transfer to a four-year college or university in the field of their choice.

Program Information

General
• Students unsure of transfer or career paths in Deaf Studies should choose this concentration.

• Deaf Studies provides a foundation for interpreters, but, is not an interpreter training/education program (ITP/IEP). Students wanting to become professional interpreters should enroll in our Interpreter transfer concentration which will prepare students to transfer on to four year institution.

• Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.

• Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.

• Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.

Standards & Expectations

• Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.

• Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.

• A CORI may be required for service learning or ASL 285 placements.

Additional Costs

• As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.

• Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathways and Essential Functions
The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Deaf Studies Transfer (MassTransfer program) prepares students to transfer as juniors into a baccalaureate programs of their choice - in any field related or not to Deaf people. Our strong liberal arts foundation prepares students well for the next phase of their education. They become better reader, writers, speakers, learners through our curriculum.

Those graduates who want to continue on and become professional members in the ASL workforce will need to meet language proficiency standards for ASL. Essential functions include certain cognitive, physical and sensory abilities which are necessary to acquire a second, visual language. These are:

cognitive abilities - ability to process visual language.
physical abilities - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers)

sensory abilities - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

**Recommendations**

- Students requiring developmental coursework should complete this in their first semester.
- Students should take ASL 101 and DST 101 in their first fall.
- Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study.

**After BCC**

- This concentration is part of the MassTransfer program. BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused Competencies**

First Year Experience

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses**

- Behavioral/Social Science Elective 3
- Communications Elective 3
- Lab Science Elective 4
- Elective - Science 3-4
- Mathematics Elective 3
- Electives as needed to complete 60 credits

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Students may opt to take General Education courses (History Elective, Math Elective, Science Elective, ENG 102) during the summer between semesters 2 and 3 to lighten course load.

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

---

After BCC

- This concentration is part of the MassTransfer program. BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused Competencies

First Year Experience

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
</tbody>
</table>

**Elective Courses**

- Behavioral/Social Science Elective 3
- Communications Elective 3
- Lab Science Elective 4
- Elective - Science 3-4
- Mathematics Elective 3
- Electives as needed to complete 60 credits

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Students may opt to take General Education courses (History Elective, Math Elective, Science Elective, ENG 102) during the summer between semesters 2 and 3 to lighten course load.

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>
ASL 285  Community-based Learning in Deaf Studies  1
DST 151  Deaf History  3
DST 251  Deaf Literature and ASL Folklore  3
Lab Science Elective  4
History Elective  3

EDUCATION CONCENTRATION

Degree offered
Associate in Arts in Deaf Studies

Credits required 62

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS
Concentration Code: DSE

Program Goals Statement
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program also includes specialized courses needed for transfer into a BS/BA program in the educational area of choice. Students in this concentration are considering a future working with deaf or hard-of-hearing children in early intervention or an educational setting.

Program Information

General
• BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.
• Deaf Studies provides a foundation for interpreters, but, is not an interpreter training/education program (ITP/IEP). Students wanting to become professional interpreters in an educational setting should enroll in our Interpreter Transfer concentration which will prepare students to transfer on to four year institution.
• Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.
• Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.
• Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.
• Students may opt to take more ECE courses than required while at Bristol.
• Students seeking certification from the Massachusetts Department of Early Education and Care should also complete an ECE certificate, or, see www.mass.gov for Level I certification Infant-Toddler or Pre-School Teacher requirements.
• EDU 220 requires a CORI (Criminal Offender Record Information), 27 completed credits and an overall GPA of 2.5 or better.
• Students wishing to complete their ASL 285 Community Based Learning in Deaf Studies experience in a program for the Deaf or early intervention setting will have to complete a C.O.R.I. (Criminal Offender Record Information) and S.O.R.I (Sexual Offender Registry Information) at their chosen site prior to being placed. Individual settings may have additional requirements related to vaccinations, minimum GPA and/or ASL fluency.

Standards & Expectations
• Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses under the Prep Certificate.
• Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.
• A CORI may be required for service learning or ASL 285 placements.
• In order to meet transfer expectations and certification standards for working in a signing-based Deaf Education program, students must be able to:
  • earn grades of B or better in all ASL classes; maintain an overall GPA of 2.7.
  • Mass. certification for Deaf Education: Total Communication requires a score of Intermediate
Plus or higher on the S.L.P.I offered through MCDHH and DESE at time of certification.

Additional Costs

- As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.
- Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathway and Essential Functions

The Deaf Studies welcomes all interested students to our courses and programs but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Education concentration prepares students primarily for transfer to a BA/BS Education program at a four year institution or an entry level position as an aide (subject to individual educational program standards). Students are advised that they need to pass the Communication and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Dept of Education prior to acceptance into most teacher education BA/BA programs in Massachusetts. Most teachers of the Deaf hold a Master's degree in Deaf Ed.

Essential functions required include certain cognitive, physical and sensory abilities which are necessary to perform the work of a professional educator of signing children who are Deaf, hard-of-hearing or deaf-blind. (The essential functions may be different in special education working with non-verbal children who use sign vocabulary to augment communication.)

These are:

cognitive abilities - ability to process visual language; ability to read and write English

physical abilities - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers)

sensory abilities - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of transfer or employment, with or without accommodations, please contact the program director for a consult.

Recommendations

- Students requiring developmental coursework should complete this in their first semester.

- Students should take ASL 101 and DST 101 in their first fall.
- Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study.

After BCC

- Students in this concentration have successfully transferred to Bridgewater State University, Northeastern University and Rhode Island College to degree programs in education.
- Students seeking licensure as a teacher deaf/hard-of-hearing can seek a BA/BS program in Deaf Education out of state or seek any education degree and attend grad school at Boston University to achieve an EdM in Deaf education. Deaf Studies supports and prepares students for the Bi-lingual/Bi-cultural philosophy.

Infused General Education Competencies

First Year Experience, Oral Communication

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Courses - Early Childhood Education

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
</tbody>
</table>
ECE 112  Observing, Recording, and Analyzing Early Childhood Settings  3  
PSY 252  Child Development  3  

Elective: choose from ECE 113 [to meet DEEC requirements, students should take ECE 113 and ECE 222, and ECE 234, and ECE 251 in the ECE certificate program], ECE 222, ECE 223, ECE 260 [ECE 260 is best choice for transferring]  

Concentration Courses - Education  
EDU 220  Foundations of Education with Teaching Pre-Practicum  3  
PSY 252  Child Development  3  
Elective  3  
Elective  3  

Electives: choose two from GVT 111, MTH 128, SCI 113, or SSC 101  

Recommended Course Sequence - Fall Semester 1  
ASL 101  Elementary American Sign Language I  3  
DST 101  Introduction to Deaf Studies  4  
DST 110  Deaf Culture  3  
ECE 111  Introduction to Early Childhood Education  3  
ENG 101  Composition I: College Writing  3  

Recommended Course Sequence - Spring Semester 2  
ASL 102  Elementary American Sign Language II  3  
ASL 181  Visual/Gestural Communication  1  
DST 151  Deaf History  3  
DST 251  Deaf Literature and ASL Folklore  3  
ENG 102  Composition II: Writing about Literature  3  
MTH 127  Mathematics for Elementary School Teachers I  3  
PSY 101  General Psychology  3  

Recommended Course Sequence - Summer  
Students are encouraged to take a Gen Ed course (HST 111, ENG 102, BIO 111) in the summer between semesters 2 and 3 to lighten the work load.  

Recommended Course Sequence - Fall Semester 3  
ASL 201  Intermediate American Sign Language I  3  
ECE 112  Observing, Recording, and Analyzing Early Childhood Settings  3  
EDU 220  Foundations of Education with Teaching Pre-Practicum  3  
HST 111  The West and the World I  3  
PSY 252  Child Development  3  

Recommended Course Sequence - Spring Semester 4  
ASL 202  Intermediate American Sign Language II  3  
ASL 284  ASL/Deaf Studies Capstone Seminar  1  
ASL 285  Community-based Learning in Deaf Studies  1  
DST 151  Deaf History  3  
DST 251  Deaf Literature and ASL Folklore  3  
HST 113  United States History to 1877  3  
BIO 111  General Biology I  4  
Program Elective  3  

HUMAN SERVICES CONCENTRATION  

Degree offered  
Associate in Arts in Deaf Studies  

Credits required 60/62  

Dean  
Ulli K. Ryder, ulli.ryder@bristolcc.edu  

Program contact  
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu  

Program Code: DS  
Concentration Code: DSH  

Program Goals Statement  
Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This program also includes specialized courses needed for transfer into a BS/BA program in the human services area of choice. Students in this concentration are seeking entry-level or assistant positions in Deaf human service settings or they plan to transfer and specialize in social work, vocational rehabilitation, counseling or other related fields.  

Program Information  
General  
• BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Support Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.  
• Students who have taken non-credit "sign language classes" in the past, or, are heritage signers
(Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.

- Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.
- Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.
- Students who want to meet the MassTransfer block should take a 3 credit science as their free elective.
- Students wanting to continue on in Social Work should choose an additional program elective as their free elective.

Standards & Expectations

- Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.
- Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.
- A CORI may be required for service learning or ASL 285 placements.

Additional Costs

- As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.
- Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

Career Pathway and Essential Functions

The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Human Services concentration prepares students to transfer as juniors into a baccalaureate program of their choice or into an entry level position.

Human service workers in the ASL workforce* are employed in a variety of settings and with a variety of clients. Essential functions in those settings include certain cognitive, physical and sensory abilities which are necessary.

These are:
- **cognitive abilities** - ability to process visual language.
- **physical abilities** - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers).
- **sensory abilities** - ability to access and comprehend visual language

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

*Those who go on to human services work with the general population will not have these essential functions.

Recommendations

- Students requiring developmental coursework should complete this in their first semester.
- Students should take ASL 101 and DST 101 in their first fall.
- Students who did not follow, or were not offered, a college prep track in high school, may find a 12 credit load or part time credit load is a successful way to adjust to the rigors of this program of study
- Students who also wish to complete the MassTransfer block should take an additional 3-4 credit science elective.
- Adhere to semester sequencing to ensure completion of necessary pre-requisites.

After BCC

- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

First-Year Experience, Oral Communication

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>ASL 101</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Elementary American Sign Language I</td>
</tr>
<tr>
<td>HST 111</td>
<td></td>
</tr>
<tr>
<td>SOC 101</td>
<td></td>
</tr>
<tr>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language I</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
</tr>
<tr>
<td></td>
<td>Program Electives - Choose two</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior Modification</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
</tr>
<tr>
<td></td>
<td>Elective Courses</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
</tr>
<tr>
<td></td>
<td>Free Elective</td>
</tr>
</tbody>
</table>

*Choose from MassTransfer electives, unless otherwise specified*

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Free Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Students are encouraged to take a Gen Ed course (HST 111, ENG 102, Lab Science Elective or Math Elective) in the summer between semesters 2 and 3 to lighten the work load.

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign Language II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

**INTERPRETER TRANSFER CONCENTRATION**

**Degree offered**

Associate in Arts in Deaf Studies

**Credits required 62**

Dean

Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact

Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DS

Concentration Code: DSI

**Program Goals Statement**

Deaf Studies explores the language, culture, history and contemporary issues of Deaf people. Fundamental to our program are both competency in American Sign Language and a desire to work with the Deaf community as allies (or advocate members). As such, all Deaf Studies concentrations share the same ASL and Deaf Studies core courses. This transfer program also includes specialized course work needed to prepare for future interpreter studies. Students in this concentration aspire to become professional American Sign Language/English Interpreters and thus, plan to transfer to a four-year institution that offers interpreter training.

**Program Information**

General
BCC offers several Deaf Studies concentrations to meet your career and academic goals. The concentration options are: Transfer, Interpreter Transfer, Education, Human Services and Speech to Text Support Services. Students unsure of which option to choose should choose Deaf Studies: Transfer.

Students who have taken non-credit “sign language classes” in the past, or, are heritage signers (Deaf/signing family) should meet with the program director to discuss Prior Learning Assessment (PLA) opportunities.

Students who have taken 2 or more ASL classes in high school, with a B or better, should meet with the program director for placement.

Although individual courses may be offered on different campuses in both day/evening formats, Deaf Studies courses are primarily offered on the Fall River campus as day enrollments. Some Deaf Studies courses may be offered completely on-line.

**Standards & Expectations**

- Students not earning a C or better in any ASL class, DST 101 or DST 110 Deaf Culture will not be able to complete an AA Deaf Studies program and should speak to the program director about options including retaking courses in the Prep Certificate.

- Students spend an additional hour per week engaged in language lab activities with every ASL class taken. Students are expected to attend various Deaf events and get involved with their program throughout their studies to apply their language skills and develop them further in real world, practical situations.

- A CORI may be required for service learning or ASL 285 placements.

- In order to meet program outcomes and transfer expectations, students need to be able to:
  - earn grades of **B or better** in all ASL courses and maintain an overall GPA of 2.7 or higher.
  - speak and articulate English proficiently*.

**Additional Costs**

- As stated above, Deaf Studies majors are required to attend Deaf events each semester. Most are off campus and will require transportation. Some options will have a registration fee or ticket price and costs vary.

- Deaf Studies majors may incur copying costs (after the BCC free allotment given per semester) associated with their Intro. to Deaf Studies course when creating their resource portfolio.

**Career Pathway and Essential Functions**

The Deaf Studies program welcomes all interested students to our courses and program but strives to be completely transparent with incoming students about the career pathways and essential functions required (or expected) at transfer institutions or in the workforce. The Interpreter Transfer concentration prepares students to transfer as juniors into a baccalaureate Interpreter Training/Preparation program students and for eventual entry level work as an educational or community interpreter. Strong American Sign Language and English proficiency required for successful transfer. Students wanting to become professional interpreters must transfer on, graduate, and pass a practical and theoretical national examination to become certified "qualified interpreters". Interpreter education is a highly specialized major that is not common across four year schools. The northeast region transfer opportunities include: Framingham State University, Northeastern University, University of New Hampshire-Manchester, University of So. Maine, Rochester Institute of Technology/NTID in New York.

Interpreters work in a variety of settings. Essential functions in those settings include certain cognitive, physical and sensory abilities which are necessary to perform the work of a professional interpreter.

These are:

- **cognitive abilities** - ability to process visual and spoken language*; ability to hold information in working memory while simultaneously processing new visual or spoken language.

- **physical abilities** - ability to accurately express and articulate American Sign Language (which includes fine and gross motor movement of: facial muscles, head, neck, and, both shoulders, arms, wrists, hands and ten fingers); ability to accurately express and articulate intelligible spoken English; ability to transport self to a variety of indoor and outdoor settings which may include standing or sitting for long periods of time.

- **sensory abilities** - ability to access and comprehend visual and spoken language*

*spoken language access and processing are not an essential function for culturally Deaf, native ASL users who have a goal of becoming CDIs (certified Deaf interpreters).

If you are unsure about meeting these essential functions of employment, with or without accommodations, please contact the program director for a consult.

**After BCC**

- Past graduates have transferred or been accepted to Northeastern University, University of New Hampshire-Manchester, Florida State University, NTID and University of Southern Maine for Interpreter Training. Most interpreter programs will require relocating.
• If you plan to transfer to a four-year degree program in interpreting, go to discoverinterpreting.com and RID.org.

Infused General Education Competencies

First-Year Experience

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign II</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DSC 225</td>
<td>Introduction to ASL/English Interpreting</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>Elective Courses</td>
<td>ELECTIVE (select with the assistance of an advisor)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose from MassTransfer electives, unless otherwise specified

Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign I</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication</td>
<td>1</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

Students may opt to take General Education courses (History Elective, Math Elective, Science Elective or ENG 102) during the summer between semesters 2 and 3 to lighten course load.

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign I</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign I</td>
<td>3</td>
</tr>
<tr>
<td>ASL 284</td>
<td>ASL/Deaf Studies Capstone Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ASL 285</td>
<td>Community-based Learning in Deaf Studies</td>
<td>1</td>
</tr>
<tr>
<td>DSC 225</td>
<td>Introduction to ASL/English Interpreting</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
</tbody>
</table>

Early Childhood Education

EARLY CHILDHOOD EDUCATION CHILD CARE CAREER
Degree offered
Associate in Science in Early Childhood Education

Credits required 64

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Melissa Cardelli, C.A.G.S., Program Coordinator, Professor of Early Childhood Education, melissa.cardelli@bristolcc.edu

Program Code: CH

Program Goals Statement
The Early Childhood Education Career program prepares students to become eligible for Massachusetts Department of Early Education and Childcare lead teacher certification. Students select one of three concentration areas that include Infant-Toddler, Preschool, or School Age Child Care.

Program Information
• Students intending to enroll in a teaching practicum and seminar must meet with the Department Chair the semester before enrollment to ensure that the students meet all prerequisites and requirements.

Special Requirements for the Program
Health Requirements
• Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood to prove immunity). TB test required each year. Health Insurance is required.
• Students are required to submit to a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from engaging in field-related course work including Teaching Practicum.

Academic Expectations
• All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

After BCC
• Students would qualify for director certification in Early Childhood Education from Massachusetts Department of Early Education and Childcare with 18 months of added experience.

Infused General Education Competencies
Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101 College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113 United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252 Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following
SOC 101 Principles of Sociology | 3 |
SOC 212 The Sociology of Social Problems | 3 |

Elective Courses
See General Education Competency Courses (p. 485) for course listings

- Humanities Elective | 3 |
- Scientific Reasoning and Discovery Elective - Lab | 4 |
- Quan/Sym Reasoning Elective | 3 |

(Choose a course that meets the Humanities competency)

Core Courses
ECE 111 Introduction to Early Childhood Education | 3 |
ECE 112 Observing, Recording, and Analyzing Early Childhood Settings | 3 |
ECE 113 Safe and Healthy Early Childhood Learning Environments | 3 |
ECE 221 Guiding Young Children | 3 |
ECE 222 Special Needs in Early Childhood | 3 |
ECE 234 Preschool Curriculum Planning | 3 |
ECE 251 Teaching Practicum I and Seminar I | 4 |

Concentration Options - Choose one track

Concentration Options - Infant-Toddler Track
ECE 223 Infant-Toddler Development | 3 |
ECE 236 Infant-Toddler Curriculum Planning | 3 |
ECE 253 Teaching Practicum II and Seminar II-Infant-Toddler Setting | 4 |

Concentration Options – Preschool Track
ECE 232 Language Arts Across Preschool | 3 |
ECE 252 Teaching Practicum II and Seminar II-Preschool Setting Elective | 3 |

Elective: Choose 3 credits from ECE 244, ECE 291, or ECE 292
### Concentration Options – School-Age Child Track

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ECE 238</td>
<td>School Age Child Care Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 255</td>
<td>Teaching Practicum II and Seminar II: School-Age Child Care Setting</td>
<td>4</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood Lab Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 221</td>
<td>Guiding Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ECE 236</td>
<td>Infant-Toddler Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 253</td>
<td>Teaching Practicum II and Seminar II-Infant-Toddler Setting Or</td>
<td>4</td>
</tr>
<tr>
<td>ECE 232</td>
<td>Language Arts Across Preschool</td>
<td>3</td>
</tr>
<tr>
<td>ECE 252</td>
<td>Teaching Practicum II and Seminar II-Preschool Setting ECE Elective</td>
<td>3</td>
</tr>
<tr>
<td>ECE 238</td>
<td>School Age Child Care Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 255</td>
<td>Teaching Practicum II and Seminar II: School-Age Child Care Setting Or</td>
<td>4</td>
</tr>
<tr>
<td>ECE 223</td>
<td>Infant-Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

### Fieldwork

During the Teaching Practicum experience and other field based experiences, Early Childhood students should be aware that meeting young children’s safety, social, emotional and educational needs come first. Students must be able to competently carry out tasks and responsibilities as developmentally appropriate and accurately monitor children in their charge.

Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

### EARLY CHILDHOOD LICENSURE

#### Degree offered
Associate in Science in Early Childhood Education

#### Credits required 60/61
Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

#### Program Goals Statement

The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

#### Program Information

- ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.
- Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school

#### After BCC
- BCC participates in the statewide MassTransfer program and has developed many program-to-program
transfer articulation agreements which guarantee admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology Elective</td>
<td>3-4</td>
<td>3-4</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

Biology Elective: Choose a 3- or 4-credit biology course

Choose electives with a faculty advisor to prepare to enter an academic major at the selected transfer institution

Humanities Elective: Recommend HUM 172, HUM 254, ENG 251, ENG 252, ENG 253, ENG 254, ENG 255, ENG 256, PHL 101, PHL 152, COM 101

Program Courses

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
</tbody>
</table>

MassTransfer A2B Courses

The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>EDU 101</th>
<th>College Success Seminar for Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>ECE 112</th>
<th>Observing, Recording, and Analyzing Early Childhood Settings</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>BIO 110</th>
<th>Biology of Human Reproduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>ECE 261</th>
<th>Early Childhood Licensure Teaching Practicum</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
</tr>
</tbody>
</table>

Special Requirements for the Program

Health Requirements
• Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

Criminal Record Check
• Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

Fieldwork
• During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.
• Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.
• Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

ELEMENTARY EDUCATION TRANSFER

Degree offered
Associate in Arts in Elementary Education

Credits required 63

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Engin Atasay, Coordinator of Elementary Education and Associate Professor of Education, Engin.Atasay@bristolcc.edu

Program Code: ED

Program Goals Statement
This program prepares students who want to teach from grade 1 through grade 6 to transfer into an education program at a 4-year college or university that offers teacher licensure in Massachusetts. It also qualifies students to be paraprofessionals once they have completed 48 credits.

Hints for Successful Completion
Within the semester following completion of ENG 102, students should seek the assistance of the Program Coordinator to make plans to take the state-administered Communication and Literacy Skills Test (CLST).

Program Information
• Students in the Elementary Education program are required to submit a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from taking courses requiring field-related work, including EDU 220.
• To enroll in EDU 220, students must have completed 27 credits with an overall minimum GPA of 2.5.

After BCC
Our College participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, students should visit the Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111 General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101 College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111 U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 111 The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113 United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127 Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128 Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PHL 153 Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252 Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113 Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101 Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 150 Language Education and Literacy</td>
<td>3</td>
</tr>
<tr>
<td>EDU 220 Foundations of Education with Teaching Pre-Practicum</td>
<td>3</td>
</tr>
<tr>
<td>EDU 225 Diversity and Multicultural Education</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Electives - Choose one</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 255 American Literature Precolonial to 1865</td>
<td>3</td>
</tr>
</tbody>
</table>
ENG 256  American Literature Post Civil War to Present 3
HST 252  African-American History 3
HST 259  History of North American Indian Peoples 3

Free Electives
6 credits - Choose in consultation with your advisor about your anticipated subject-major and likely transfer institution.

Recommended free electives include: Foreign Language courses (ASL, CVC, FRN, POR, SPA) as well as courses with a focus on education (ART 245, ENG 272, HUM 150, MUS 116).

Recommended Course Sequence - Fall Semester 1
EDU 101  College Success Seminar for Education 1
COM 101  Fundamentals of Public Speaking 3
ENG 101  Composition I: College Writing 3
MTH 127  Mathematics for Elementary School Teachers I 3
PSY 101  General Psychology 3
PHL 153  Philosophy of Education 3

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature 3
MTH 128  Mathematics for Elementary School Teachers II 3
PSY 252  Child Development 3
HST 111  The West and the World I 3
Or
HST 113  United States History to 1877 3
EDU 150  Language Education and Literacy 3

Recommended Course Sequence - Fall Semester 3
EDU 220  Foundations of Education with Teaching Pre-Practicum 3
HST 111  The West and the World I 3
Or
HST 113  United States History to 1877 3
BIO 111  General Biology I 4
Or
SCI 113  Physical Science 4
Program Elective 3
Free Elective 3

Recommended Course Sequence - Spring Semester 4
EDU 225  Diversity and Multicultural Education 3
BIO 111  General Biology I 4
Or
SCI 113  Physical Science 4
GVT 111  U.S. Government 3
SSC 101  Introduction to Geography 3
Free Elective 3

General Studies Transfer or Career

GENERAL STUDIES/EDUCATIONAL STUDIES

Degree offered
Associate in Arts in General Studies (Educational Studies)

Credits required 60

Dean
Ulli Ryder, ulli.ryder@bristolcc.edu

Program contacts
Catherine Adamowicz, Coordinator of Elementary Education & Liberal Arts and Sciences - Humanities, and Professor of English, catherine.adamowicz@bristolcc.edu
Ravitha Amarasingham, Department Chair and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: GS
Concentration Code: GSED

Program Goals Statement
This program concentration provides students an opportunity to explore the Education programs available at the College, including Early Childhood, Elementary and Deaf Studies Education. These programs enroll individuals aspiring to become educators of preschool, kindergarten, and grades 1 - 6. Employment as educators in these fields require candidates to complete a Bachelor's degree for initial certification by the Commonwealth of Massachusetts. To make this transfer smoother, the College has transfer agreements with several colleges and universities.

Program Information
- Students in all Education programs are required to submit to a Criminal Offender Record Investigation (CORI) check. A positive CORI check would prevent a student from engaging in any field-related course work, including Teaching Practicum.

- Students interested in the Early Childhood Education programs must pass a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood to prove immunity) to be accepted. A TB test is required each year. Health insurance is also required.

- For students interested in Deaf Studies Education who have taken non-credit "sign language classes" in the past, or are heritage signers (Deaf/signing family) or have taken two or more ASL classes in high school with a "B" or better, should meet with the program director.
After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Education Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Humanities Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language</td>
<td>3</td>
</tr>
<tr>
<td>PHL 153</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Laboratory Science Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one Program Exploratory Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Technical Literacy Course

Waived for students who have successfully completed two (2) online courses.

Program Electives

- Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

- Students should complete the required General Courses as early as possible.

- Recommended Electives (provided the Admissions’ requirements and other prerequisites have been met)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Electives</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Program Code: GS
Concentration Code: HA

**Program Goals Statement**

This program provides students an opportunity to explore the Humanities and Arts programs available at the College, including Art Transfer, Communication Transfer, Deaf Studies and the Humanities Transfer concentration of the Liberal Arts Program. These programs provide a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in these disciplines. Humanities and arts students will explore the fundamentals of human communication in theory and practice, and analyze historic and contemporary role of these disciplines in an increasingly diverse society. These programs can also prepare students for careers in design, the performing and visual arts or working with the Deaf or hard of hearing.

**Program Information**

- Humanities programs vary greatly from one another here and at four-year institutions. Students whose exploration uncovers a new, unforeseen passion or interest in one of our humanities areas should contact the specific program coordinator associated with that area as soon as possible to discuss their options and best course of action. Specific program coordinators can also assist you with choosing free electives that are available to you.

- Students interested in Art Transfer programs should meet with the program director to discuss the process of building a strong portfolio for use in transferring or towards the job market and be aware that some studio art courses are offered only one semester.

- Students interested in Communication Transfer programs should meet with the program director to discuss field-based learning opportunities in areas related to mass communication, organizational communication, or public communication.

- BCC offers several Deaf Studies concentrations to meet a student's career and academic goals. Students interested in these programs who have taken non-credit "sign language classes" in the past, or, are heritage signers (Deaf/signing family) or have taken two or more ASL classes in high school, with a B or better, should meet with the program director to discuss placement options.

- Students interested in the Humanities Transfer concentration of the Liberal Arts program should meet with the program director to discuss humanities transfer opportunities and agreements.

**After BCC**

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements that guarantee admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose One Social Phenomenon Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one History Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose two Humanities and Arts Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>COM 106</td>
<td>Introduction to Communication and College Success</td>
<td>3</td>
</tr>
<tr>
<td>COM 111</td>
<td>Mass Communication</td>
<td>3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>THE 101</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THE 112</td>
<td>Actor's Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one Technical Literacy Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>COM 157</td>
<td>Television Production</td>
<td>3</td>
</tr>
<tr>
<td>COM 159</td>
<td>Video Field Production and Editing</td>
<td>3</td>
</tr>
<tr>
<td>THE 135</td>
<td>Stagecraft (Fall)</td>
<td>2</td>
</tr>
<tr>
<td>THE 136</td>
<td>Stagecraft (Spring)</td>
<td>2</td>
</tr>
</tbody>
</table>

*Waived for students who have successfully completed two online courses.*

**Choose one Scientific Reasoning and Discovery Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

**Additional Program Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as soon as possible.
Recommended Electives include: ARC, ART, ASL, COM, CVC, DAN, DSC, DST, ENG, FRN, HUM, MUS, PHL, POR, SUS.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Electives</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Liberal Arts and Sciences

HUMANITIES TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Humanities Transfer)

Credits required 60

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Catherine Adamowicz, Coordinator of Liberal Arts and Sciences - Humanities, and Professor of English, catherine.adamowicz@bristolcc.edu

Program Code: LA
Concentration Code: LAH

Program Goals Statement

The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in the liberal arts disciplines or to professional studies in education, law or medicine. The program values lifelong learning for success of the individual as well as the community.

Program Information

- Academic and transfer advisors assist students in selecting courses to fulfill program requirements and general education requirements at senior institutions to ensure a smooth transfer. Select electives from Transfer Electives and Elective Recommendations.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

Or

HST 113 United States History to 1877 3
HST 114 United States History from 1877 3

Elective Courses – Choose one Global Awareness elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>SSC 217</td>
<td>Technology and Society</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses - Choose one Multicultural Perspective elective

May be met by Behavioral/Social Science or Humanities elective 3 credits

Elective Courses - Choose one Quantitative/Symbolic Reasoning Elective

Choose from MTH 119 or higher 3 credits

Elective Courses – Choose one Technical Literacy elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
</tbody>
</table>
CIS 110  Basic Computing Skills  3
CIS 111  Introduction to Business  3
                Information Systems
CAD 101  Computer Aided Drafting  3
EGR 103  Computer Skills for Engineers and Technicians  3

Waived for students who have successfully completed at least two online courses. Students who have met this requirement with two online courses will need a three credit elective in its place.

Elective Courses – Choose one ENG 200 level Literature elective
ENG 200 Level Literature Elective  3 credits

Choose two Behavioral and Social Sciences and one Humanities elective
Behavioral/Social Science Elective  3
Behavioral/Social Science Elective  3
Humanities Elective  3

Select courses from Transfer Electives and Elective Recommendations

Choose two Science electives
Lab Science Elective  4
Science Elective  3-4

Select courses from Transfer Electives and Elective Recommendations

Program Electives
Completion of a foreign language at the 102 level at BCC or 3 years of a foreign language at the high school level with a "C" average or better is required. If this requirement is met in one of these ways, students must take 6 credits of electives in its place (these electives should meet the general education and program guidelines of the desired transfer school).
Foreign Language Elective  6
Or
Free Elective  3
Free Elective  3

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
COM 101  Fundamentals of Public Speaking  3
Behavioral/Social Science Elective  3
Foreign Language Elective  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3

Recommended Course Sequence - Spring Semester 2
Quantitative and Symbolic Reasoning Elective  3-4
ENG 102  Composition II: Writing about Literature  3

HST 112  The West and the World II  3
Or
HST 114  United States History from 1877  3
Foreign Language Elective  3
Behavioral/Social Science Elective  3

Recommended Course Sequence - Fall Semester 3
Humanities Elective  3
Technical Elective  3
Literature Elective  3
Program Elective  3
Science Elective  3-4

Recommended Course Sequence - Spring Semester 4
Global Awareness Elective  3
Multicultural Perspective Elective  3
Program Elective  3
Science Elective  3-4

English A2B MassTransfer

Contact
Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

Requirements
To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration including the following required Courses:
ENG 251  World Literature I  3
Or
ENG 252  World Literature II  3
ENG 253  English Literature I  3
Or
ENG 254  English Literature II  3
ENG 255  American Literature Precolonial to 1865  3
Or
ENGLISH A2B MASSTRANSFER

English A2B Transfer Courses

Contact
Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

- ENG 251 World Literature I 3
- Or
- ENG 252 World Literature II 3
- ENG 253 English Literature I 3
- Or
- ENG 254 English Literature II 3
- ENG 255 American Literature Precolonial to 1865 3
- Or
- ENG 256 American Literature Post Civil War to Present 3

PSYCHOLOGY TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

Credits required 60 - 63
BIO 115  Survey of Human Anatomy and Physiology  4
BIO 121  Fundamentals of Biological Science I  4
BIO 122  Fundamentals of Biological Science II  4

Choose One 3-4 Credit Science Elective
Science Elective  3-4

Multicultural Perspective – Choose One
Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.
Multicultural Perspective Elective  3

Global Awareness – Choose One
Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.
Global Awareness Elective  3

Program Psychology Electives
Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).
PSY 252  Child Development  3
PSY 253  Adolescent Psychology  3
PSY 254  Psychology of Personality  3
PSY 255  Abnormal Psychology  3
PSY 257  Social Psychology  3
PSY 290  Psychology of Learning  3

Additional Electives
Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1
PSY 165  Psychology of Learning, Motivation, and Achievement  3
Or
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
COM 101  Fundamentals of Public Speaking  3
MTH 119  Fundamental Statistics  3
PSY 101  General Psychology  3

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3
PSY 230  Statistics for Psychology  4

Multicultural Perspective Elective  3
Program Elective  3

Recommended Course Sequence - Fall Semester 3
HST 112  The West and the World II  3
Or
HST 114  United States History from 1877  3
Science Elective  3-4
Two Program Electives  6

Credits
Global Awareness Elective  3

Recommended Course Sequence - Spring Semester 4
Lab Science Elective  4
Program Elective  3
Elective  3
Elective  3
Elective  3

PSYCHOLOGY TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

Credits required 60 - 63

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Mary Zahm, Department Chairperson and Instructor of Psychology, mary.zahm@bristolcc.edu

Program Code: LA

Concentration Code: LAPY

Program Goals Statement
The Liberal Arts/Psychology Transfer program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts degree in Psychology. The program values lifelong learning for success of the individual as well as the community.

After BCC
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer
- Liberal Arts/Psychology Transfer is a MassTransfer A2B Mapped program with the Massachusetts State Universities or Universities of Massachusetts. When choosing electives complete an A2B program search at
www.mass.edu/masstransfer to ensure all credits will be transferred and applied to your degree.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Statistics for Psychology</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one 4-credit Lab Science Elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose One 3-4 Credit Science Elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

Multicultural Perspective – Choose One

Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 257</td>
<td>Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 290</td>
<td>Psychology of Learning</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional Electives

Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Statistics for Psychology</td>
<td>4</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Two Program Electives</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

Global Awareness Elective | 3 |

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

LIBERAL ARTS AND SCIENCES/THEATRE TRANSFER

Degree offered

Associate in Arts in Liberal Arts & Sciences (Theatre Concentration)

Credits required 62

Dean
Program Goals Statement

The focus of this program is to establish a strong foundation in the fundamentals of professional theatre-making. This program is designed to provide hands-on training where students can learn their craft experientially. Upon completion of the program, students will be prepared to transfer to a four-year institution and/or begin working professionally. A rigorous course of study that prepares students for the competitive demands of the professional world is met with an inclusive, safe, and nurturing space for artistic exploration and personal growth.

Student Learning Outcomes

See Learning Outcomes

Recommendations

• Plan to give time to learn your craft. Developing theatre skills is demanding. You will be an active part of your education. Plan your studies to include extracurricular involvement in theatre work.

After BCC

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Multicultural Perspective, Oral Communication

• Many students have continued studies in theatre at Tisch School of the Arts at New York University, Hofstra University, Marymount Manhattan College, Emerson College, Brown University, Rhode Island College, University of Rhode Island, Bridgewater State College, North Carolina School of Arts, and others.

• Alumni have worked in all aspects of theatre performance and administration locally and nationally.

DEGREE REQUIREMENTS

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 258</td>
<td>Shakespeare: His Plays</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Choose one Lab Science elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

See Transfer Electives and Recommendations - Science Electives for course listings and choose a four credit lab science

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 101</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THE 112</td>
<td>Actor's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 113</td>
<td>Scene Study</td>
<td>3</td>
</tr>
<tr>
<td>THE 114</td>
<td>Playwriting</td>
<td>3</td>
</tr>
<tr>
<td>THE 115</td>
<td>Director's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 117</td>
<td>Theatre History - The Early Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 118</td>
<td>Theatre History - The Modern Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 122</td>
<td>Theatre Rehearsal and Performance (Fall)</td>
<td>4</td>
</tr>
<tr>
<td>THE 123</td>
<td>Theatre Rehearsal and Performance (Spring)</td>
<td>3</td>
</tr>
<tr>
<td>THE 135</td>
<td>Stagecraft (Fall)</td>
<td>2</td>
</tr>
<tr>
<td>THE 136</td>
<td>Stagecraft (Spring)</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 134</td>
<td>Puppet/Mask Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

Program Elective (Choose one)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 134</td>
<td>Puppet/Mask Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102, HST 112, THE 113, THE 114, MTH 119 or MTH 125</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
</table>
MassTransfer Electives and A2B Programs

ENGLISH A2B MASSTRANSFER

MASSTRANSFER ELECTIVES
<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>DEPT</th>
<th>CREDIT</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACCOUNTING</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Accounting I</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Accounting II</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cost Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Managerial Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Auditing</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Analysis of Financial Statements</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>ANTHROPOLOGY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANT</td>
<td>3</td>
<td>BSS</td>
</tr>
<tr>
<td><strong>ARCHITECTURE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to American Architecture</td>
<td>ARC</td>
<td>3</td>
<td>HUM</td>
</tr>
<tr>
<td><strong>ART</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ART</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
<tr>
<td><strong>AMERICAN SIGN LANGUAGE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ASL</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>
ASTRONOMY
All AST SCI

BIOLOGY
All BIO SCI

BUSINESS
Business Ethics BUS 155 3 GEN
Business Law BUS 251 3 GEN
Corporation Finance BUS 253 3 GEN

CAPE VERDEAN CREOLE
All CVC HUM

CHEMISTRY
All CHM except CHM 090

COLLEGE SUCCESS SEMINAR
Career Exploration and Development CSS 103 1 GEN
Technology Tools for College Students CSS 105 3 GEN

COMMUNICATION
All COM HUM

COMPUTER AIDED DRAFTING
Computer Aided Drafting CAD 101 3 GEN
Advanced Computer Aided Design CAD 111 3 GEN
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Drafting &amp; Design CAD</td>
<td></td>
<td></td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Aided Mechanical Design CAD</td>
<td></td>
<td></td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COMPUTER INFORMATION SYSTEMS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Computing Skills CIS</td>
<td>110</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Business Information Systems CIS</td>
<td>111</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Hospitality Management Information Systems CIS</td>
<td>113</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Programming: Logic, Design and Implementation CIS</td>
<td>120</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Operating Systems CIS</td>
<td>121</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Internet Developer CIS</td>
<td>122</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented Programming CIS</td>
<td>123</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Oracle &amp; SQL CIS</td>
<td>150</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Programming (COBOL) CIS</td>
<td>154</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to C++ Programming CIS</td>
<td>155</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Basic CIS</td>
<td>156</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming CIS</td>
<td>157</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Procedural Programming CIS</td>
<td>158</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced COBOL CIS</td>
<td>254</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>C++ Object Oriented Programming CIS</td>
<td>255</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced Visual Basic</td>
<td>256</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Course Title</td>
<td>Code</td>
<td>Credits</td>
<td>Category</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>------</td>
<td>---------</td>
<td>----------</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming II</td>
<td>CIS 257</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Software Specification &amp; Design</td>
<td>CIS 260</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Computer Systems</td>
<td>CIS 261</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Organization and Design</td>
<td>CIS 262</td>
<td>4</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**COMPUTER INFORMATION TECHNOLOGY**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information Technology Fluency I</td>
<td>CIT 121</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Information Technology Fluency II</td>
<td>CIT 122</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Business Creativity</td>
<td>CIT 131</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Electronic Game Development I</td>
<td>CIT 140</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Concepts for Game Designers</td>
<td>CIT 141</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Multimedia Development</td>
<td>CIT 231</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar in Desktop Publishing</td>
<td>CIT 270</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**COOPERATIVE EDUCATION**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooperative Work Experience</td>
<td>CED 210</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cooperative Work Experience II</td>
<td>CED 220</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**CRIMINAL JUSTICE**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>All CRJ</td>
<td></td>
<td>GEN</td>
</tr>
</tbody>
</table>

**DANCE**
<table>
<thead>
<tr>
<th>All DAN</th>
<th>HUM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEAF STUDIES</strong></td>
<td>HUM</td>
</tr>
<tr>
<td>ALL DST</td>
<td></td>
</tr>
<tr>
<td><strong>EARLY CHILDHOOD EDUCATION</strong></td>
<td></td>
</tr>
<tr>
<td>Introduction to Early Childhood Education</td>
<td>ECE 111</td>
</tr>
<tr>
<td>Observing, Recording, &amp; Analyzing Early Childhood Settings</td>
<td>ECE 112</td>
</tr>
<tr>
<td>Special Needs in Early Childhood</td>
<td>ECE 222</td>
</tr>
<tr>
<td>Play &amp; Early Childhood Curriculum Planning</td>
<td>ECE 260</td>
</tr>
<tr>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>ECE 261</td>
</tr>
<tr>
<td><strong>ECONOMICS</strong></td>
<td></td>
</tr>
<tr>
<td>All ECN</td>
<td>BSS</td>
</tr>
<tr>
<td><strong>EDUCATION</strong></td>
<td></td>
</tr>
<tr>
<td>Diversity and Multicultural Education</td>
<td>EDU 225</td>
</tr>
<tr>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>EDU 220</td>
</tr>
<tr>
<td>Language Education and Literacy</td>
<td>EDU 150</td>
</tr>
<tr>
<td><strong>ENGINEERING</strong></td>
<td></td>
</tr>
<tr>
<td>Introduction to Sustainable and Green Technologies</td>
<td>EGR 102</td>
</tr>
<tr>
<td>Computer Skills for Engineers and Technicians</td>
<td>EGR 103</td>
</tr>
</tbody>
</table>
Introduction to Robotics  
EGR 113  
4  SCI

Computer Configuration and Repair  
EGR 133  
4  GEN

Introduction to Environment  
EGR 141  
3  SCI

Material Science  
EGR 172  
4  SCI

ENGLISH  
All ENG except 090, 091, 092

ENGLISH AS A SECOND LANGUAGE  
Advanced English Grammar and Review  
ESL 122  
3  GEN

Advanced English Vocabulary and Reading Skills  
ESL 123  
3  GEN

Advanced English Written Expression  
ESL 124  
3  GEN

Advanced English Conversation  
ESL 125  
3  GEN

FRENCH  
All FRN

GEOLOGY  
Introduction to Physical Geology  
GLG 101  
4  SCI

GOVERNMENT  
All GVT  
BSS

HEALTH  
Personal and Community Health  
HLT 115  
3  GEN
<table>
<thead>
<tr>
<th>Programs of Study</th>
<th>By Area of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HISTORY</strong></td>
<td></td>
</tr>
<tr>
<td>All HST</td>
<td>HUM</td>
</tr>
<tr>
<td><strong>HONORS</strong></td>
<td></td>
</tr>
<tr>
<td>Culminating Honors Project</td>
<td>HON 260 1 GEN</td>
</tr>
<tr>
<td>Honors Seminar on Business &amp; Information Management</td>
<td>HON 290 3 GEN</td>
</tr>
<tr>
<td>Seminar on Community Leadership</td>
<td>HON 295 3 GEN</td>
</tr>
<tr>
<td><strong>HUMAN SERVICES</strong></td>
<td></td>
</tr>
<tr>
<td>Introduction to Social Welfare</td>
<td>SER 101 3 GEN</td>
</tr>
<tr>
<td>Principles of Methods of Interviewing</td>
<td>SER 251 3 GEN</td>
</tr>
<tr>
<td>Pre-Internship Planning Workshop</td>
<td>SER 290 1 GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar I</td>
<td>SER 291 5 GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar II</td>
<td>SER 292 5 GEN</td>
</tr>
<tr>
<td><strong>HUMANITIES</strong></td>
<td></td>
</tr>
<tr>
<td>All HUM</td>
<td>HUM</td>
</tr>
<tr>
<td><strong>MANAGEMENT</strong></td>
<td></td>
</tr>
<tr>
<td>Principles of Management</td>
<td>MAN 101 3 GEN</td>
</tr>
<tr>
<td><strong>MARKETING</strong></td>
<td></td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>MAR 101 3 GEN</td>
</tr>
<tr>
<td>Advertising Procedures</td>
<td>MAR 255 3 GEN</td>
</tr>
<tr>
<td><strong>MATHEMATICS</strong></td>
<td></td>
</tr>
</tbody>
</table>
All MTH except MTH 001, 002, 003, 011, 021, 031, 111 (151-General Elective Credit Only)  

**MATH**

**MUSIC**

All MUS  

**OFFICE ADMINISTRATION**

Intro to Microsoft Office  

**PHILOSOPHY**

All PHL  

**PHYSICS**

ALL PHY  

**PORTUGUESE**

ALL POR  

**PSYCHOLOGY**

All PSY  

**SCIENCE**

All SCI except SCI 130, 131 (SCI 125 - General Elective Credit Only)  

**SOCIOLOGY**

All SOC  

**SPANISH**

All SPA  

**SOCIAL SCIENCE**

ALL SSC
COMMUNICATION A2B MASSTRANSFER

Degree offered
Associate in Arts in Communication

Credits required 62/63

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Joyce Fernandes, Coordinator and Professor of Communication, joyce.fernandes@bristolcc.edu

Program Code: CO

Program Goals Statement
Students explore the fundamentals of human communication in theory and practice, analyze the historic and contemporary role of mass media and emerging new media in an increasingly diverse society, develop communication skills, and prepare to transfer to a four-year college or university communication program.

Program Information
- Based on advising and assessment of individual needs and direction, students may select a cluster of communication-related courses and gain practical experience through field-based learning in an area related to mass communication, organizational communication, or public communication.

After BCC
- Qualified Communication students transfer to four-year schools and may choose from among a variety of careers to pursue that are related to the communication field.

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

General Courses
- COM 101 Fundamentals of Public Speaking 3
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- HST 111 The West and the World I 3
- HST 112 The West and the World II 3

Choose one of the following
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3

Elective Courses – Choose one Behavioral/Social Science from the following in addition to the Free Elective
- ANT 101 Social and Cultural Anthropology 3
- ECN 111 Principles of Economics-Macro 3
- ECN 112 Principles of Economics-Micro 3
- GVT 111 U.S. Government 3
- GVT 112 Comparative Government 3
- GVT 251 State and Local Government 3
- HST 115 Twentieth Century Social History-1919 to the Present 3
- HST 116 American Foreign Policy-1898 to the Present 3
- PSY 101 General Psychology 3
- SOC 101 Principles of Sociology 3
- SOC 212 The Sociology of Social Problems 3
- SOC 252 The Sociology of Human Relations 3
- SOC 256 Race Relations 3
- SOC 258 Topics in Sociology 3
- ELECTIVE Free 3-4

Must take one free elective

Choose 4 courses from Transfer Electives and Elective Recommendations

See Transfer Electives and Elective Recommendations for course listings
- Behavioral/Social Science Elective 3
- Behavioral/Social Science Elective 3
- Lab Science Elective 4
- Lab Science Elective 4
Program Courses

COM 106
Introduction to Communication and College Success 3

COM 111
Mass Communication 3

COM 112
News Writing and Reporting 3

COM 241
Public Relations 3

COM 106: Take first, before other COM courses

Program Electives – Choose one from the following

COM 157
Television Production 3

COM 159
Video Field Production and Editing 3

CIS 110
Basic Computing Skills 3

CIS 111
Introduction to Business Information Systems 3

CIS 122
Internet Developer 3

Program Electives - Choose three, according to transfer requirement or career goal, from among

COM 113
Interpersonal Speech 3

COM 114
Professional Speaking 3

COM 120
Argumentation and Debate 3

COM 157
Television Production 3

COM 159
Video Field Production and Editing 3

COM 160
Intercultural Communication 3

COM 241
Public Relations 3

ART 240
Introduction to Visual Communication 3

ECN 111
Principles of Economics-Macro 3

ECN 112
Principles of Economics-Micro 3

ENG 230
Film 3

THE 121
Voice Production 3

CED 210
Cooperative Work Experience 3

And

MAR 101
Principles of Marketing 3

Or

MAR 255
Advertising Principles 3

COM 260 is an optional program elective

MassTransfer A2B Courses

The Communication Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Communication A2B Program, the following Foundational Courses are required:

ENG 230
Film 3

COM 113
Interpersonal Speech 3

Recommended Course Sequence - Fall Semester 1

Behavioral/Social Science Elective 3

COM 106
Introduction to Communication and College Success 3

ENG 101
Composition I: College Writing 3

HST 111
The West and the World I 3

MTH 119
Fundamental Statistics 3

Or

MTH 125
Modern College Mathematics 3

Recommended Course Sequence - Spring Semester 2

Lab Science Elective 4

COM 101
Fundamentals of Public Speaking 3

COM 111
Mass Communication 3

ENG 102
Composition II: Writing about Literature 3

HST 112
The West and the World II 3

Recommended Course Sequence - Fall Semester 3

Behavioral/Social Science Elective 3

COM 101
Fundamentals of Public Speaking 3

COM 113
Summer 3

COM 114
Fall, Spring 3

COM 157
Fall 3

COM 159
Spring 3

COM 160
Fall, Spring, Summer 3

COM 212
Fall, Spring 3

COM 241
Spring, Summer 3

Recommended Course Sequence - Spring Semester 4

Behavioral/Social Science Elective 3

COM 241
Public Relations 3

Free Elective 3

Program Elective 3

Program Elective 3

Program Elective 3

Modality

Online Communication Courses:

COM 101: Fall, Spring, Summer

COM 106: Spring, Summer

COM 111: Fall

COM 112: Spring

COM 113: Summer

COM 241: Fall

Face-to-Face Communications Courses

COM 101: Fall, Spring, Summer

COM 106: Fall

COM 111: Spring

COM 112: Fall

COM 113: Fall, Spring

COM 114: Fall, Spring

COM 157: Fall

COM 159: Spring

COM 160: Fall, Spring, Summer

COM 212: Fall, Spring

COM 241: Spring, Summer

COMPUTER SCIENCE TRANSFER A2B MASSTRANSFER

Degree offered
Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

Credits required 73

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIX

Program Goals Statement
The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

Program information
• The first two years of a degree in Computer Science can be done within this option at BCC.
• Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

Recommendations
• Students should talk with the Transfer office for information about colleges.

Elective Recommendations
• See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

After BCC
• Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>Choose one of the following</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 112</td>
</tr>
<tr>
<td>ENG 101</td>
</tr>
<tr>
<td>ENG 102</td>
</tr>
<tr>
<td>ENG 215</td>
</tr>
<tr>
<td>MTH 214</td>
</tr>
<tr>
<td>MTH 215</td>
</tr>
<tr>
<td>MTH 243</td>
</tr>
<tr>
<td>MTH 244</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Choose one of the following</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 122</td>
</tr>
<tr>
<td>CHM 114</td>
</tr>
<tr>
<td>PHY 212</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Choose one two-course sequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
</tr>
<tr>
<td>And</td>
</tr>
<tr>
<td>HST 112</td>
</tr>
<tr>
<td>Or</td>
</tr>
<tr>
<td>HST 113</td>
</tr>
<tr>
<td>And</td>
</tr>
<tr>
<td>HST 114</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical Dimensions Elective</td>
</tr>
<tr>
<td>Global Awareness Elective</td>
</tr>
<tr>
<td>Humanities Elective</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives and Elective Recommendations

<table>
<thead>
<tr>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 123</td>
</tr>
<tr>
<td>CIS 157</td>
</tr>
<tr>
<td>CIS 158</td>
</tr>
<tr>
<td>CIS 257</td>
</tr>
<tr>
<td>CIS 260</td>
</tr>
<tr>
<td>CIS 261</td>
</tr>
</tbody>
</table>
CIS 262  Computer Organization and Design  4

**MassTransfer A2B Courses**

The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 158</td>
<td>Introduction to Procedural Programming</td>
<td>4</td>
</tr>
<tr>
<td>CIS 261</td>
<td>Introduction to Computer Systems</td>
<td>4</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 243</td>
<td>Discrete Structures I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>Or CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>Or PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 260</td>
<td>Computer Organization and Design</td>
<td>4</td>
</tr>
<tr>
<td>CIS 262</td>
<td>Software Specification and Design</td>
<td>4</td>
</tr>
<tr>
<td>MTH 244</td>
<td>Discrete Structures II</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>Or PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

**Elective Courses**

- Biology Elective: Choose a 3-4 credit biology course
- Elective: 3 credits
- Humanities Elective: 3 credits

**Recommended Course Sequence - Spring Semester 2**

- ECE 112: Observing, Recording, and Analyzing Early Childhood Settings
- ENG 102: Composition II: Writing about Literature
- MTH 128: Mathematics for Elementary School Teachers II
- PSY 252: Child Development
- SCI 113: Physical Science

**Recommended Course Sequence - Fall Semester 3**

- BIO 110: Biology of Human Reproduction
- BIO 117: Physiology of Wellness
- BIO 220: Introduction to Nutrition
- ECE 260: Play and Early Childhood Curriculum Planning
- Humanities Elective
- Elective
- Elective

**Recommended Course Sequence - Spring Semester 4**

- Elective
- Elective
- ECE 261: Early Childhood Licensure Teaching Practicum
- HST 113: United States History to 1877
- SSC 101: Introduction to Geography

**Special Requirements for the Program**

- **Health Requirements**
  - Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

- **Criminal Record Check**
  - Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

- **Fieldwork**
  - During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have...
sufficient visual and hearing acuity to accurately monitor children in their charge.

• Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

• Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

ENGLISH A2B MASSTRANSFER

English A2B Transfer Courses

Contact
Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 251</td>
<td>World Literature I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>ENG 252</td>
<td>World Literature II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 253</td>
<td>English Literature I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>ENG 254</td>
<td>English Literature II</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 255</td>
<td>American Literature Precolonial to 1865</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 256</td>
<td>American Literature Post Civil War to Present</td>
<td>3</td>
</tr>
</tbody>
</table>

EARLY CHILDHOOD LICENSURE

Degree offered
Associate in Science in Early Childhood Education

Credits required 60/61

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

Program Goals Statement
The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

Program Information

• ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.

• Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school

After BCC

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.

• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
**DEGREE REQUIREMENTS**

### General Courses
- **EDU 101** College Success Seminar for Education
- **ENG 101** Composition I: College Writing
- **ENG 102** Composition II: Writing about Literature
- **HST 111** The West and the World I
- **HST 113** United States History to 1877
- **MTH 127** Mathematics for Elementary School Teachers I
- **MTH 128** Mathematics for Elementary School Teachers II
- **PSY 101** General Psychology
- **PSY 252** Child Development
- **SCI 113** Physical Science
- **SSC 101** Introduction to Geography

### Elective Courses
- Biology Elective: Choose a 3- or 4-credit biology course
- Choose electives with a faculty advisor to prepare to enter an academic major at the selected transfer institution

- **Elective Courses**
- Biology Elective: Choose a 3- or 4-credit biology course
- Elective
- Elective
- Humanities Elective

### Program Courses
- **ECE 111** Introduction to Early Childhood Education
- **ECE 112** Observing, Recording, and Analyzing Early Childhood Settings
- **ECE 222** Special Needs in Early Childhood
- **ECE 260** Play and Early Childhood Curriculum Planning
- **ECE 261** Early Childhood Licensure Teaching Practicum

### MassTransfer A2B Courses
The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

### Recommended Course Sequence - Fall Semester 1
- **EDU 101** College Success Seminar for Education
- **ECE 111** Introduction to Early Childhood Education
- **ENG 111** Composition I: College Writing
- **HST 111** The West and the World I
- **MTH 127** Mathematics for Elementary School Teachers I
- **PSY 101** General Psychology

### Recommended Course Sequence - Spring Semester 2
- **ECE 112** Observing, Recording, and Analyzing Early Childhood Settings
- **ENG 102** Composition II: Writing about Literature
- **MTH 128** Mathematics for Elementary School Teachers II
- **PSY 252** Child Development
- **SCI 113** Physical Science

### Recommended Course Sequence - Fall Semester 3
- **BIO 110** Biology of Human Reproduction
- **BIO 117** Physiology of Wellness
- **BIO 220** Introduction to Nutrition
- **ECE 222** Special Needs in Early Childhood
- **ECE 260** Play and Early Childhood Curriculum Planning
- **Humanities Elective**
- **Elective**
- **Elective**

### Recommended Course Sequence - Spring Semester 4
- **Elective**
- **ECE 261** Early Childhood Licensure Teaching Practicum
- **HST 113** United States History to 1877
- **SSC 101** Introduction to Geography

### Special Requirements for the Program

### Health Requirements
- Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

### Criminal Record Check
- Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.
Fieldwork

• During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

• Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

• Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

SOCIOLOGY A2B MASSTRANSFER

Contact
Colleen Avedikian, Coordinator of Liberal Arts & Sciences/Behavioral and Social Sciences Transfer and Professor of Sociology, colleen.avedikian@bristolcc.edu

Sociology is the scientific study of society, including patterns of social relationships, social interaction, and culture. It is a social science that uses various methods of empirical investigation and critical analysis to develop a body of knowledge about social order, acceptance, and change. Graduates of Bachelor’s Degree programs are well-equipped with the tools needed to make sense of the shifting social world and contribute solutions to difficult social problems in careers in Business, Higher Education, Law, Publishing, Teaching and Community, Health & Social Services.

Sociology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Sociology A2B Program, students should complete the requirements for the Behavioral and Social Sciences including the following required Courses:

- SOC 101 Principles of Sociology 3
- SOC 212 The Sociology of Social Problems 3
- SOC 251 Marriage and the Family 3
- SOC 256 Race Relations 3

CRIMINAL JUSTICE CAREER

Degree offered
Associate in Science in Criminal Justice

Credits required 61/62

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Santopadre, Coordinator and Assistant Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

Program Code: CJ

Program Goals Statement
This program provides students with a strong foundation in the operation of our Criminal Justice System. Students earning this degree will immediately be ready for a variety of careers within our system of justice as law enforcement officers, court officers, court advocates, or child protective investigators. Students will receive a diverse interdisciplinary education that will allow them to pursue a baccalaureate degree in Criminal Justice. Articulation agreements ensure transfer to many four-year private colleges and universities.

Program Information

• All courses in the Criminal Justice Program may be completed at the Fall River, New Bedford, or Attleboro campuses, and many are also offered at the Taunton Center.

• Faculty members represent all of the major fields in the Criminal Justice System and students benefit from their years of formal study and professional experience.

• Academic and transfer advisors assist students in selecting courses to fulfill both program and general education requirements to ensure a smooth transfer to four-year colleges and universities if a baccalaureate degree is pursued.
After BCC

- Graduates were qualified to seek immediate employment as state and local police officers, corrections officers, private security agents, court advocates, and juvenile residence counselors.

- Students are also prepared to continue their education and complete a baccalaureate program in Criminal Justice.

- Graduates have successfully transferred to Bridgewater State University, the University of Massachusetts at Dartmouth, University of Massachusetts at Lowell, Northeastern University, Johnson and Wales University, Roger Williams University, and Salve Regina University.

Infused General Education Competencies

Technical Literacy

DEGREE REQUIREMENTS

General Education courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course History sequence

- HST 111: The West and the World I 3
- HST 112: The West and the World II 3
- HST 113: United States History to 1877 3
- HST 114: United States History from 1877 3

Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 245</td>
<td>Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 258</td>
<td>Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 259</td>
<td>Introduction to Criminalistics</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose three

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 115</td>
<td>Report Writing and Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 221</td>
<td>Juvenile Offenders</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 256</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

- CSS 101: College Success Seminar 1
- CRJ 101: Introduction to Criminal Justice 3
- CRJ 113: Criminal Law 3
- ENG 101: Composition I: College Writing 3
- SOC 101: Principles of Sociology 3
- HST 113: United States History to 1877
- Or
- HST 111: The West and the World I 3

Recommended Course Sequence - Spring Semester 2

- CRJ 245: Corrections 3
- Program Elective 3
- ENG 102: Composition II: Writing about Literature 3
- MTH 125: Modern College Mathematics 3
- Or
- MTH 119: Fundamental Statistics 3
- HST 114: United States History from 1877
- Or
- HST 112: The West and the World II 3

Recommended Course Sequence - Fall Semester 3

- CRJ 219: Police and Society 3
- CRJ 251: Criminology 3
- CRJ 258: Criminal Procedure 3
- PSY 101: General Psychology 3
- Science Elective 3

Recommended Course Sequence - Spring Semester 4

- Program Elective 3
- Program Elective 3
- CRJ 259: Introduction to Criminalistics 3
- COM 101: Introduction to Criminalistics 3
- GVT 251: State and Local Government 3

CRIMINAL JUSTICE TRANSFER

Degree offered

Associate in Science in Criminal Justice Transfer

Credits required 62/63

Dean

Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact

Nancy Santopadre, Coordinator and Associate Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

Program Code: CJT

Program Goals Statement

This program provides students with a strong foundation in the operation of our Criminal Justice System. Students will...
receive a diverse interdisciplinary education that will allow them to pursue a baccalaureate degree in Criminal Justice. Articulation agreements ensure transfer to many four-year colleges and universities. Graduates may also qualify for the Massachusetts Transfer Program that guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

Program Information

• All courses in the Criminal Justice program may be completed at the Fall River, New Bedford, or Attleboro campuses, and many are also offered at the Taunton Center.

• Faculty members represent all of the major fields in the Criminal Justice System and students benefit from their years of formal study and professional experience.

• Academic and transfer advisors assist students in selecting courses to fulfill both program and general education requirements to ensure a smooth transfer to four-year colleges and universities.

• This program qualifies as a Massachusetts Transfer Program, which guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

After BCC

• Students often continue their education and complete a baccalaureate program in Criminal Justice.

• Graduates have successfully transferred to Bridgewater State University, the University of Massachusetts Dartmouth, the University of Massachusetts Lowell, Northeastern University, Johnson and Wales University, Roger Williams University, and Salve Regina University.

• Alumni are employed as state and local police officers, corrections officers, attorneys, probation officers, college instructors, managers in private security agencies, social workers, and drug rehabilitation counselors.

Infused General Education Competencies

Technical Literacy

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Education courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251 State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Choose one two-course History sequence**

| HST 111 The West and the World I | 3 |
| And |
| HST 112 The West and the World II | 3 |
| Or |
| HST 113 United States History to 1877 | 3 |
| And |
| HST 114 United States History from 1877 | 3 |

**Choose one of the following**

| MTH 119 Fundamental Statistics | 3 |
| MTH 125 Modern College Mathematics | 3 |

**Program Courses**

| CRJ 101 Introduction to Criminal Justice | 3 |
| CRJ 113 Criminal Law | 3 |
| CRJ 219 Police and Society | 3 |
| CRJ 245 Corrections | 3 |
| CRJ 251 Criminology | 3 |
| CRJ 258 Criminal Procedure | 3 |
| CRJ 259 Introduction to Criminalistics | 3 |

**Program Electives - Choose two of the following**

| CRJ 221 Juvenile Offenders | 3 |
| CRJ 256 Criminal Investigation | 3 |
| SOC 256 Race Relations | 3 |
| CED 210 Cooperative Work Experience | 3 |

**MassTransfer A2B Courses**

The Criminal Justice Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Criminal Justice Transfer Program contains all courses required to complete the Criminal Justice A2B Program.

**Recommended Course Sequence - Fall Semester 1**

| CRJ 101 Introduction to Criminal Justice | 3 |
| CRJ 113 Criminal Law | 3 |
| CSS 101 College Success Seminar | 1 |
| ENG 101 Composition I: College Writing | 3 |
| SOC 101 Principles of Sociology | 3 |
| HST 111 The West and the World I | 3 |
| Or |
| HST 113 United States History to 1877 | 3 |

**Recommended Course Sequence - Spring Semester 2**

| CRJ 245 Corrections | 3 |
| CRJ 256 Criminal Investigation | 3 |
| ENG 102 Composition II: Writing about Literature | 3 |
| HST 112 The West and the World II | 3 |
| Or |
HST 114 United States History from 1877  3
MTH 119 Fundamental Statistics  3
Or
MTH 125 Modern College Mathematics  3

Recommended Course Sequence - Fall Semester 3
CRJ 219 Police and Society  3
CRJ 251 Criminology  3
CRJ 258 Criminal Procedure  3
PSY 101 General Psychology  3
Lab Science Elective  4

Recommended Course Sequence - Spring Semester 4
Program Elective  3
CRJ 259 Introduction to Criminalistics  3
COM 101 Fundamentals of Public Speaking  3
GVT 251 State and Local Government  3
Science Elective  3-4

General Studies Transfer or Career

GENERAL STUDIES/LEGAL & SOCIAL STUDIES

Degree offered
Associate in Science in General Studies (Legal & Social Studies)

Credits required 60
Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
TBD

Program Code: GS
Concentration Code: LS

Program Goals Statement
This program provides students an opportunity to explore the Social Sciences and Legal Studies programs available at the College. These programs prepare students for positions in the criminal justice and social services system or for transfer into a baccalaureate, degree-granting institution in their chosen social sciences or legal discipline. Developing and practicing helping relationships are emphasized in these programs. It can also prepare current practitioners for career advancement.

Program Information
- Students should take any required developmental courses in their first semester.
- The skills developed provide excellent job mobility in some of the fastest growing professions in America. Students can work in general position or specialize in a wide variety of fields within business, professional, and government entities.

- The faculty represent all of the major fields of the criminal justice, legal and social services systems, and students benefit from their years of formal study and professional experience.
- Prior Learning Assessment (PLA) credit is available to students for some program and general education courses with approval by the appropriate Department Chairperson.
- Students should consider completing certificates that contain required program courses that will complement their degree.

After BCC
- Students are encouraged to select a specific social and legal studies program, including Criminal Justice, CIS-Computer Forensics, Human Services, Deaf Studies-Human Services, OFC-Legal Office Concentration, Paralegal or a Certificate(s) in these disciplines.
- Graduates from these programs can:
  a. Work in law enforcement agencies, the private commercial sector, and law firms as state and local police, correctional and probation officers and computer forensics technicians.
  b. Be employed in a variety of settings, including law firms, corporate law departments, financial institutions, government agencies, or courts.
  c. Transfer to Bachelors programs in Social Work, Sociology, or Psychology.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses
COM 101 Fundamentals of Public Speaking  3
CSS 101 College Success Seminar  1
ENG 101 Composition I: College Writing  3
ENG 102 Composition II: Writing about Literature  3
HST 114 United States History from 1877  3
MTH 119 Fundamental Statistics  3

Choose Two Program Exploratory Courses
CRJ 101 Introduction to Criminal Justice  3
CRJ 113 Criminal Law  3
LGL 180 Introduction to Law  3
PLS 100 Introduction to Paralegal Studies and Legal Ethics  3
PLS 121 Family Law and Procedure  3
PSY 101 General Psychology  3
SER 101  Introduction to Social Welfare  3

Choose one Sociology Course
SOC 101  Principles of Sociology  3
SOC 252  The Sociology of Human Relations  3

Electives
Scientific Reasoning and Discovery Elective  3-4

Electives
Selected Elective

PLS 105  Law Office Management  3
LGL 160  Law Office Technology  3
Or
Technical Literacy Elective  3

Recommended Course Sequence - Spring Semester 4
Program Electives

HUMAN SERVICES CAREER

Degree offered
Associate in Science in Human Services

Credits required 64/65

Dean of Behavioral and Social Sciences
Kathleen Pearle, Ext. 2207

Program contact
Nicole Heaney, Nicole.Heaney@bristolcc.edu
Program Code: HS

Program Goals Statement
The Human Services program prepares students for entry-level positions in social services by combining academics with a practical, 300-hour internship. Developing and practicing using helping relationships are emphasized. The curriculum also prepares students to transfer to four-year degree programs in social work, psychology, counseling, human services, or other related majors.

Program Information
- The Human Services program is fully available at the Fall River, Attleboro, and New Bedford campuses. Many courses are also available at other BCC locations.
- SER 291/SER 292 includes an agency internship that places special time demands on students and is ideally taken in the last year of study.
- Students who wish to complete their degree within a two-year period should begin the SER 101/SER 251/SER 290/SER 291/SER 292 sequence of courses in their first fall semester.

Related Programs
- A certificate in Thanatology and/or Deaf Studies will enrich career preparation. Students should consult with the program director to select appropriate electives.

After BCC
- The most popular transfer choices include Bachelor of Social Work programs at Bridgewater State College or Rhode Island College, and sociology or psychology at UMass Dartmouth. Work with the program director early to select courses to maximize transfer possibilities.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Courses</td>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 254 Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 255 Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 258 Introduction to Behavior Modification</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>SOC 212 The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>Choose one two-course sequence</td>
<td>HST 111 The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HST 112 The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HST 113 United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>Choose one of the following</td>
<td>MTH 119 Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MTH 125 Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Elective Courses - Choose electives with the program director or an academic advisor</td>
<td>Elective - Science</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Restricted Elective</td>
<td>3-4</td>
</tr>
<tr>
<td>Restricted elective: Choose one 3-credit course from PSY, SOC, SER, or DST 110</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Courses</td>
<td>SER 101 Introduction to Social Welfare</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>SER 251 Principles of Methods of Interviewing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>SER 290 Pre-Internship Planning Workshop</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>SER 291 Field Experience and Seminar I</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>SER 292 Field Experience and Seminar II</td>
<td>6</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>History Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop</td>
<td>1</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Health Elective</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 292</td>
<td>Field Experience and Seminar II</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Health Elective</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Introduction to Behavior Modification</td>
<td>3</td>
</tr>
</tbody>
</table>

**Liberal Arts and Sciences**

**BEHAVIORAL AND SOCIAL SCIENCES**

**TRANSFER**
Degree offered
Associate in Arts in Liberal Arts & Sciences (Behavioral and Social Sciences Transfer)

Credits required 60-61

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Colleen Avedikian, colleen.avedikian@bristolcc.edu

Program Code: AA
Concentration Code: LABH

Program Goals Statement
The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts or Science degree in the liberal arts disciplines or to pursue professional studies in the Behavioral or Social Sciences. The program values lifelong learning for success of the individual as well as the community.

Choosing Electives
• Select electives from Transfer Electives and Elective Recommendations

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>And</td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>And</td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Global Awareness – Choose one from the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>SSC 217</td>
<td>Technology and Society</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Multicultural Perspective – Choose one
May also be met by Behavioral/Social Science or Humanities elective

Elective Courses - Quantitative/Symbolic Reasoning – Choose One
Choose from MTH 119 or higher Mathematics elective

Elective Courses - Technical Literacy – Choose from the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 251</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

Waived for students who have successfully completed at least two online courses

Elective Courses - Choose two Behavioral/Social Science, one Humanities, and two Science electives
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Lab Science Elective</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives & Elective Recommendations

Program Electives
Select courses from Transfer Electives and Elective Recommendations
Select electives to meet the general education and program guidelines of the desired transfer school(s)

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>And</td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>And</td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>
DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
</tr>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Statistics for Psychology</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

- HST 111 The West and the World I | 3
- HST 112 The West and the World II | 3
- Or
- HST 113 United States History to 1877 | 3
- HST 114 United States History from 1877 | 3

Choose one 4-credit Lab Science Elective

Suggested Electives:

- BIO 111 General Biology I | 4
- BIO 115 Survey of Human Anatomy and Physiology | 4
- BIO 121 Fundamentals of Biological Science I | 4
- BIO 122 Fundamentals of Biological Science II | 4

Choose One 3-4 Credit Science Elective

Science Elective | 3-4

Multicultural Perspective – Choose One

Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.

Multicultural Perspective Elective | 3

Global Awareness – Choose One

Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.

Global Awareness Elective | 3

Program Psychology Electives

Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).

- PSY 252 Child Development | 3
- PSY 253 Adolescent Psychology | 3
- PSY 254 Psychology of Personality | 3
- PSY 255 Abnormal Psychology | 3
- PSY 257 Social Psychology | 3
- PSY 290 Psychology of Learning | 3
Additional Electives

Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>CSS 101  College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>HST 113  United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Statistics for Psychology</td>
<td>4</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>HST 114  United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Two Program Electives</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

Global Awareness Elective | 3 |

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

PSYCHOLOGY TRANSFER

Degree offered

Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

Credits required 60 - 63

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Mary Zahm, Department Chairperson and Instructor of Psychology, mary.zahm@bristolcc.edu

Program Code: LA
Concentration Code: LAPY

Program Goals Statement

The Liberal Arts/Psychology Transfer program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts degree in Psychology. The program values lifelong learning for success of the individual as well as the community.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer
- Liberal Arts/Psychology Transfer is a MassTransfer A2B Mapped program with the Massachusetts State Universities or Universities of Massachusetts. When choosing electives complete an A2B program search at www.mass.edu/masstransfer to ensure all credits will be transferred and applied to your degree.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>3</td>
</tr>
<tr>
<td>PSY 165</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one two-course sequence

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>HST 113  United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one 4-credit Lab Science Elective

Suggested Electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
</tbody>
</table>
Choose One 3-4 Credit Science Elective
Science Elective 3-4

Multicultural Perspective – Choose One
Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.
Multicultural Perspective Elective 3

Global Awareness – Choose One
Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.
Global Awareness Elective 3

Program Psychology Electives
Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).
PSY 252  Child Development 3
PSY 253  Adolescent Psychology 3
PSY 254  Psychology of Personality 3
PSY 255  Abnormal Psychology 3
PSY 257  Social Psychology 3
PSY 290  Psychology of Learning 3

Additional Electives
Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1
PSY 165  Psychology of Learning, Motivation, and Achievement 3
Or
CSS 101  College Success Seminar 1
ENG 101  Composition I: College Writing 3
COM 101  Fundamentals of Public Speaking 3
MTH 119  Fundamental Statistics 3
PSY 101  General Psychology 3

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature 3
HST 111  The West and the World I 3
Or
HST 113  United States History to 1877 3
PSY 230  Statistics for Psychology 4
Multicultural Perspective Elective 3
Program Elective 3

Recommended Course Sequence - Fall Semester 3
HST 112  The West and the World II 3
Or

HST 114  United States History from 1877 3
Science Elective 3-4
Two Program Electives 6 Credits
Global Awareness Elective 3

Recommended Course Sequence - Spring Semester 4
Lab Science Elective 4
Program Elective 3
Elective 3
Elective 3
Elective 3

SUSTAINABILITY STUDIES

Degree offered
Associate in Science in Liberal Arts and Sciences (Sustainability Studies)

Credits required 60-63

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Lee Wood, Professor of Sociology, nancylee.wood@bristolcc.edu

Program Code: LA
Concentration Code: LAS

Program Goals Statement
The goal of this interdisciplinary program is to provide students the opportunity to delve deeply into societal issues of sustainability and to develop appropriate knowledge and responses to meet current and future ecological challenges. The Sustainability Studies program prepares students to recognize and address sustainability issues in multiple social settings, including work, school, community engagement, civic life, volunteerism, and home life.

Program Information
The Sustainability Studies Program immerses students in the societal impacts related to climate change and resource depletions.

- Students are prepared to recognize, anticipate and respond appropriately to ecological challenges in multiple settings.
- It encourages students to consider practical human dimensions of climate change and resource depletion events.
- Study in a cluster allows students to envision and apply sustainability knowledge to a specific field.
• Hands-on experience provides students with practical knowledge and skills to address ecological challenges.

After BCC

• Graduates will be able to work as sustainability coordinators, sustainability consultants, recycling directors, waste reduction specialists, environmental responsibility analysts, and resource management specialists.

• Graduates may be employed within public and private sectors, governmental and non-governmental agencies, and profit and non-profit organizations. Among the areas of employment are social and human service agencies, school departments and districts, colleges and universities, socio-economic development agencies, restaurant and hospitality services, business and industry, hospital and nursing home operations and community planning boards.

• Graduates may continue their studies at a four-year degree-granting institution in Sustainability Studies. Depending on the area of concentration chosen, students may continue in Engineering, Health and Health Sciences, Hospitality, Sustainable Agriculture, Ecological Sciences or Water Management.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
</tbody>
</table>

Elective Courses - Choose One Technical Literacy Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 240</td>
<td>Introduction to Visual Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>COM 157</td>
<td>Television Production</td>
<td>3</td>
</tr>
<tr>
<td>COM 159</td>
<td>Video Field Production and Editing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

EGR 103 is recommended for Engineering, Environmental Studies, Water and Water Management Clusters.

Elective Courses - Choose One Mathematics Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses - Choose One Laboratory Science Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
</tbody>
</table>
Water and Water Management Track

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
<td>3</td>
</tr>
<tr>
<td>EGR 241</td>
<td>Wastewater Technology I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 244</td>
<td>Water Supply and Hydrology</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

| ART 151   | Digital Photography                             | 1       |
| ENG 101   | Composition I: College Writing                  | 3       |
| SUS 101   | Sustainability and Humankind's Dilemma: Life on a Tough New Planet | 3 |
| CSS 101   | College Success Seminar                         | 1       |
| HUM 150   | Ecoliteracy, Education and Society              | 3       |
| BIO 111   | General Biology I                               | 4       |
| SCI 115   | Science and Care of Plants                      | 4       |
| BIO 111 or SCI 115 | recommended for Health and Health Science cluster. | |

**Recommended Course Sequence - Spring Semester 2**

| SCI 110   | Science vs. Pseudoscience                       | 3       |
| SCI 115   | Science and Care of Plants                      | 4       |
| SUS 102   | Resilient Sustainability: Preparing for the Future | 3 |
| SUS 104   | Sustainability from Different Perspectives - 12 Faculty | 3 |
| ENG 102   | Composition II: Writing about Literature        | 3       |
| EGR 102   | Introduction to Sustainable and Green Energy Technologies | 3 |
| HLT 115   | Personal and Community Health                   | 3       |
| SCI 112   | Principles of Ecology                           | 4       |
| SCI 115   | Food, Famine, and Farming in the Global Village | 3       |
| SCI 115   | Introduction to Environment                     | 3       |

**Recommended first course from chosen cluster:**

Engineering: EGR 102
Environmental Studies: EGR 102
Health and Health Sciences: HLT 115
Science: SCI 112
Sustainable Agriculture: SOC 216
Water and Water Management: EGR 141

**Recommended Course Sequence - Fall Semester 3**

| SCI 110   | Science vs. Pseudoscience                       | 3       |
| SUS 201   | Sustainability, Human Rights, and Climate Justice | 3 |
| EGR 141   | Introduction to Environment                     | 3       |

**Recommended second course from chosen cluster:**

Engineering: EGR 141
Environmental Studies: EGR 141
Health and Health Sciences: BIO 117
Science: SCI 119
Sustainable Agriculture: AGR 114
Water and Water Management: EGR 241

**Recommended Course Sequence - Spring Semester 4**

| SOC 253   | Environmental Sociology: Ecology and the Built Environment | 3 |
| SUS 204   | Civic Engagement: Sustainability Capstone Project       | 3 |
| COM 101   | Fundamentals of Public Speaking and                  | 3 |
| CIS 110   | Basic Computing Skills                                | 3 |
| COM 157   | Television Production                                 | 3 |
| COM 159   | Video Field Production and Editing                    | 3 |
| ART 240   | Introduction to Visual Communication                  | 3 |
| EGR 103   | Computer Skills for Engineers and Technicians         | 3 |

EGR 103 Recommended for Engineering, Environmental Studies, Water and Water Management

**Recommended third course from chosen cluster:**

Engineering: EGR 183
Environmental Studies: EGR 244
Health and Health Sciences: BIO 220
Science: SCI 240
Sustainable Agriculture: AGR 115
Water and Water Management: EGR 244

**LIBERAL ARTS AND SCIENCES/THEATRE TRANSFER**

**Degree offered**
Associate in Arts in Liberal Arts & Sciences (Theatre Concentration)

Credits required 62

Dean
Ulli K. Ryder
Program contact
David Ledoux, Theatre Director and Professor of Theatre/English, ext. 2440
Program Code: LA
Concentration Code: LAT

Program Goals Statement
The focus of this program is to establish a strong foundation in the fundamentals of professional theatre-making. This program is designed to provide hands-on training where students can learn their craft experientially. Upon completion of the program, students will be prepared to transfer to a four-year institution and/or begin working professionally. A rigorous course of study that prepares students for the competitive demands of the professional world is met with an inclusive, safe, and nurturing space for artistic exploration and personal growth.

Student Learning Outcomes
See Learning Outcomes

Recommendations

• Plan to give time to learn your craft. Developing theatre skills is demanding. You will be an active part of your education. Plan your studies to include extracurricular involvement in theatre work.

After BCC

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Multicultural Perspective, Oral Communication

• Many students have continued studies in theatre at Tisch School of the Arts at New York University, Hofstra University, Marymount Manhattan College, Emerson College, Brown University, Rhode Island College, University of Rhode Island, Bridgewater State College, North Carolina School of Arts, and others.

• Alumni have worked in all aspects of theatre performance and administration locally and nationally.

DEGREE REQUIREMENTS

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 258</td>
<td>Shakespeare: His Plays</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses – Choose one Lab Science elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

See Transfer Electives and Recommendations - Science Electives for course listings and choose a four credit lab science

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 101</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THE 112</td>
<td>Actor's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 113</td>
<td>Scene Study</td>
<td>3</td>
</tr>
<tr>
<td>THE 114</td>
<td>Playwriting</td>
<td>3</td>
</tr>
<tr>
<td>THE 115</td>
<td>Director's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 117</td>
<td>Theatre History - The Early Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 118</td>
<td>Theatre History - The Modern Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 122</td>
<td>Theatre Rehearsal and Performance (Fall)</td>
<td>4</td>
</tr>
<tr>
<td>THE 123</td>
<td>Theatre Rehearsal and Performance (Spring)</td>
<td>3</td>
</tr>
<tr>
<td>THE 135</td>
<td>Stagecraft (Fall)</td>
<td>2</td>
</tr>
<tr>
<td>THE 136</td>
<td>Stagecraft (Spring)</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 134</td>
<td>Puppet/Mask Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

Program Elective (Choose one)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 134</td>
<td>Puppet/Mask Workshop</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1


Recommended Course Sequence - Spring Semester 2

ENG 102, HST 112, THE 113, THE 114, MTH 119 or MTH 125

Recommended Course Sequence - Fall Semester 3

Recommended Course Sequence - Spring Semester 4

**MassTransfer Electives and A2B Programs**

ENGLISH A2B MASSTRANSFER

MASSTRANSFER ELECTIVES
<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>DEPT</th>
<th>CREDIT</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCOUNTING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Accounting I</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Accounting II</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cost Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Managerial Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Auditing</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Analysis of Financial Statements</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>ANTHROPOLOGY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANT</td>
<td>3</td>
<td>BSS</td>
</tr>
<tr>
<td>ART</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ART</td>
<td></td>
<td>HUM</td>
<td></td>
</tr>
<tr>
<td>AMERICAN SIGN LANGUAGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ASL</td>
<td></td>
<td>HUM</td>
<td></td>
</tr>
</tbody>
</table>
ASTRONOMY
All AST SCI

BIOLOGY
All BIO SCI

BUSINESS
Business Ethics BUS 155 3 GEN
Business Law BUS 251 3 GEN
Corporation Finance BUS 253 3 GEN

CAPE VERDEAN CREEOLE
All CVC HUM

CHEMISTRY
All CHM except CHM 090

COLLEGE SUCCESS SEMINAR
Career Exploration and Development CSS 103 1 GEN
Technology Tools for College Students CSS 105 3 GEN

COMMUNICATION
All COM HUM

COMPUTER AIDED DRAFTING
Computer Aided Drafting CAD 101 3 GEN
Advanced Computer Aided Design CAD 111 3 GEN
<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Units</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Drafting &amp; Design</td>
<td>CAD</td>
<td>128</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Aided Mechanical Design</td>
<td>CAD</td>
<td>172</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COMPUTER INFORMATION SYSTEMS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Computing Skills</td>
<td>CIS</td>
<td>110</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Business Information Systems</td>
<td>CIS</td>
<td>111</td>
<td>GEN</td>
</tr>
<tr>
<td>Hospitality Management Information Systems</td>
<td>CIS</td>
<td>113</td>
<td>GEN</td>
</tr>
<tr>
<td>Programming: Logic, Design and Implementation</td>
<td>CIS</td>
<td>120</td>
<td>GEN</td>
</tr>
<tr>
<td>Operating Systems</td>
<td>CIS</td>
<td>121</td>
<td>GEN</td>
</tr>
<tr>
<td>Internet Developer</td>
<td>CIS</td>
<td>122</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented Programming</td>
<td>CIS</td>
<td>123</td>
<td>GEN</td>
</tr>
<tr>
<td>Oracle &amp; SQL</td>
<td>CIS</td>
<td>150</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Programming (COBOL)</td>
<td>CIS</td>
<td>154</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to C++ Programming</td>
<td>CIS</td>
<td>155</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Basic</td>
<td>CIS</td>
<td>156</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming</td>
<td>CIS</td>
<td>157</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Procedural Programming</td>
<td>CIS</td>
<td>158</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced COBOL</td>
<td>CIS</td>
<td>254</td>
<td>GEN</td>
</tr>
<tr>
<td>C++ Object Oriented Programming</td>
<td>CIS</td>
<td>255</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced Visual Basic</td>
<td>CIS</td>
<td>256</td>
<td>GEN</td>
</tr>
<tr>
<td>Course Title</td>
<td>Department</td>
<td>Credits</td>
<td>Type</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>------------</td>
<td>---------</td>
<td>------</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming II</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Software Specification &amp; Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Computer Systems</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Organization and Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**COMPUTER INFORMATION TECHNOLOGY**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Department</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information Technology Fluency I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Information Technology Fluency II</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Business Creativity</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Electronic Game Development I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Concepts for Game Designers</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Multimedia Development</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar in Desktop Publishing</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**COORDERATIVE EDUCATION**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Department</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooperative Work Experience</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cooperative Work Experience II</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

**CRIMINAL JUSTICE**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Department</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>All CRJ</td>
<td></td>
<td>GEN</td>
</tr>
</tbody>
</table>

**DANCE**
### DEAF STUDIES

| All DST | HUM |

### EARLY CHILDHOOD EDUCATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Early Childhood Education</td>
<td>ECE 111</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Observing, Recording, &amp; Analyzing Early Childhood Settings</td>
<td>ECE 112</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Special Needs in Early Childhood</td>
<td>ECE 222</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Play &amp; Early Childhood Curriculum Planning</td>
<td>ECE 260</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>ECE 261</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### ECONOMICS

| All ECN | BSS |

### EDUCATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diversity and Multicultural Education</td>
<td>EDU 225</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>EDU 220</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Language Education and Literacy</td>
<td>EDU 150</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### ENGINEERING

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Sustainable and Green Technologies</td>
<td>EGR 102</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Skills for Engineers and Technicians</td>
<td>EGR 103</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Course</td>
<td>Code</td>
<td>Credits</td>
<td>Area</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>------</td>
<td>---------</td>
<td>------</td>
</tr>
<tr>
<td>Introduction to Robotics</td>
<td>EGR 113</td>
<td>4</td>
<td>SCI</td>
</tr>
<tr>
<td>Computer Configuration and Repair</td>
<td>EGR 133</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Environment</td>
<td>EGR 141</td>
<td>3</td>
<td>SCI</td>
</tr>
<tr>
<td>Material Science</td>
<td>EGR 172</td>
<td>4</td>
<td>SCI</td>
</tr>
</tbody>
</table>

**ENGLISH**

All ENG except 090, 091, 092

**ENGLISH AS A SECOND LANGUAGE**

Advanced English Grammar and Review        | ESL 122 | 3     | GEN  |
Advanced English Vocabulary and Reading Skills | ESL 123 | 3     | GEN  |
Advanced English Written Expression        | ESL 124 | 3     | GEN  |
Advanced English Conversation              | ESL 125 | 3     | GEN  |

**FRENCH**

All FRN

**GEOLOGY**

Introduction to Physical Geology           | GLG 101 | 4     | SCI  |

**GOVERNMENT**

All GVT

**HEALTH**

Personal and Community Health              | HLT 115 | 3     | GEN  |
### HISTORY

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HST</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### HONORS

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culminating Honors Project</td>
<td>HON 260</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Honors Seminar on Business &amp; Information Management</td>
<td>HON 290</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar on Community Leadership</td>
<td>HON 295</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMAN SERVICES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Social Welfare</td>
<td>SER 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Methods of Interviewing</td>
<td>SER 251</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Pre-Internship Planning Workshop</td>
<td>SER 290</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar I</td>
<td>SER 291</td>
<td>5</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar II</td>
<td>SER 292</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMANITIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HUM</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### MANAGEMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Management</td>
<td>MAN 101</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MARKETING

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Marketing</td>
<td>MAR 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advertising Procedures</td>
<td>MAR 255</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MATHEMATICS
All MTH except MTH 001, 002, 003, 011, 021, 031, 111 (151-General Elective Credit Only)  

MTH

MUSIC

All MUS  
HUM

OFFICE ADMINISTRATION

Intro to Microsoft Office  
OFC 117 3  
GEN

PHILOSOPHY

All PHL  
HUM

PHYSICS

ALL PHY  
SCI

PORTUGUESE

ALL POR  
HUM

PSYCHOLOGY

All PSY  
BSS

SCIENCE

All SCI except SCI 130, 131 (SCI 125 - General Elective Credit Only)  
SCI

SOCIOLOGY

All SOC  
BSS

SPANISH

All SPA  
HUM

SOCIAL SCIENCE

ALL SSC  
BSS
SUSTAINABILITY
All SUS BSS

THEATRE
All THE HUM

BSS - Behavioral/Social Science
GEN - General Elective
HUM - Humanities
SCI - Science

COMPUTER SCIENCE TRANSFER A2B
MASSTRANSFER

Degree offered
Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

Credits required 73
Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIX

Program Goals Statement
The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

Program information
• The first two years of a degree in Computer Science can be done within this option at BCC.
• Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

Recommendations
• Students should talk with the Transfer office for information about colleges.

Elective Recommendations
• See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

After BCC
• Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

Choose one of the following
 BIO 121 Fundamentals of Biological Science I 4
 CHM 113 Fundamentals of Chemistry I 4
 PHY 211 General Physics I 4

General Courses
 ECN 112 Principles of Economics-Micro 3
 ENG 101 Composition I: College Writing 3
 ENG 102 Composition II: Writing about Literature 3
 ENG 215 Technical Writing 3
 MTH 214 Calculus I 4
 MTH 215 Calculus II 4
 MTH 243 Discrete Structures I 3
 MTH 244 Discrete Structures II 3

Choose one of the following
 BIO 122 Fundamentals of Biological Science II 4
 CHM 114 Fundamentals of Chemistry II 4
 PHY 212 General Physics II 4

Choose one two-course sequence
 HST 111 The West and the World I 3
 And
 HST 112 The West and the World II 3
PROGRAMS OF STUDY - BY AREA OF STUDY | 215

HST 113
United States History to 1877 3

And

HST 114
United States History from 1877 3

Elective Courses
Ethical Dimensions Elective 0-3
Global Awareness Elective 0-3
Humanities Elective 3
Multicultural Perspective Elective 0-3

Choose courses from Transfer Electives and Elective Recommendations

Program Courses
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 158 Introduction to Procedural Programming 4
CIS 257 Object-Oriented JAVA Programming II 4
CIS 260 Software Specification and Design 4
CIS 261 Introduction to Computer Systems Design 4
CIS 262

MassTransfer A2B Courses
The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

Recommended Course Sequence - Fall Semester 1
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
ENG 101 Composition I: College Writing 3
MTH 214 Calculus I 4
HST 111 The West and the World I 3
HST 113 United States History to 1877 3

Recommended Course Sequence - Spring Semester 2
CIS 257 Object-Oriented JAVA Programming II 4
ECN 112 Principles of Economics-Micro 3
ENG 102 Composition II: Writing about Literature 3
MTH 215 Calculus II 4
HST 112 The West and the World II 3
HST 114 United States History from 1877 3

Recommended Course Sequence - Fall Semester 3
CIS 158 Introduction to Procedural Programming 4
CIS 261 Introduction to Computer Systems Design 4
ENG 215 Technical Writing 3
MTH 243 Discrete Structures I 3
BIO 121 Fundamentals of Biological Science I Or
CHM 113 Fundamentals of Chemistry I 4
Or
PHY 211 General Physics I 4

Recommended Course Sequence - Spring Semester 4
CIS 260 Software Specification and Design 4
CIS 262 Computer Organization and Design 4
ECN 112 Principles of Economics-Micro 3
MTH 244 Discrete Structures II 3
CHM 114 Fundamentals of Chemistry II Or
PHY 212 General Physics II 4

EARLY CHILDHOOD LICENSURE

Degree offered
Associate in Science in Early Childhood Education

Credits required 60/61

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

Program Goals Statement
The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

Program Information
- ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of “C” or better in all ECE courses.
• Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.
• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
</tbody>
</table>

MassTransfer A2B Courses
The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 110</td>
<td>Biology of Human Reproduction</td>
<td>3</td>
</tr>
<tr>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
<td>3</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Special Requirements for the Program

Health Requirements
• Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

Criminal Record Check
• Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any
criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

Fieldwork

• During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

• Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

• Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

CRIMINAL JUSTICE TRANSFER

Degree offered

Associate in Science in Criminal Justice Transfer

Credits required 62/63

Dean

Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact

Nancy Santopadre, Coordinator and Associate Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

Program Code: CJT

Program Goals Statement

This program provides students with a strong foundation in the operation of our Criminal Justice System. Students will receive a diverse interdisciplinary education that will allow them to pursue a baccalaureate degree in Criminal Justice. Articulation agreements ensure transfer to many four-year colleges and universities. Graduates may also qualify for the Massachusetts Transfer Program that guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

Program Information

• All courses in the Criminal Justice program may be completed at the Fall River, New Bedford, or Attleboro campuses, and many are also offered at the Taunton Center.

• Faculty members represent all of the major fields in the Criminal Justice System and students benefit from their years of formal study and professional experience.

• Academic and transfer advisors assist students in selecting courses to fulfill both program and general education requirements to ensure a smooth transfer to four-year colleges and universities.

• This program qualifies as a Massachusetts Transfer Program, which guarantees admission, tuition reduction, and the full transfer of credit in criminal justice and general education courses to most Massachusetts state colleges and universities.

After BCC

• Students often continue their education and complete a baccalaureate program in Criminal Justice.

• Graduates have successfully transferred to Bridgewater State University, the University of Massachusetts Dartmouth, the University of Massachusetts Lowell, Northeastern University, Johnson and Wales University, Roger Williams University, and Salve Regina University.

• Alumni are employed as state and local police officers, corrections officers, attorneys, probation officers, college instructors, managers in private security agencies, social workers, and drug rehabilitation counselors.

Infused General Education Competencies

Technical Literacy

DEGREE REQUIREMENTS

General Education courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>Lab Science Elective</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

Choose one two-course History sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I And</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II Or</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>


Choose one of the following
MTH 119  Fundamental Statistics  3
MTH 125  Modern College Mathematics  3

Program Courses
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
CRJ 219  Police and Society  3
CRJ 245  Corrections  3
CRJ 251  Criminology  3
CRJ 258  Criminal Procedure  3
CRJ 259  Introduction to Criminalistics  3

Program Electives - Choose two of the following
CRJ 221  Juvenile Offenders  3
CRJ 256  Criminal Investigation  3
SOC 256  Race Relations  3
CED 210  Cooperative Work Experience  3

MassTransfer A2B Courses
The Criminal Justice Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Criminal Justice Transfer Program contains all courses required to complete the Criminal Justice A2B Program.

Recommended Course Sequence - Fall Semester 1
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
SOC 101  Principles of Sociology  3
HST 111  The West and the World I  3
Or
HST 113  United States History to 1877  3

Recommended Course Sequence - Spring Semester 2
CRJ 245  Corrections  3
ENG 102  Composition II: Writing about Literature  3
HST 112  The West and the World II  3
Or
HST 114  United States History from 1877  3
MTH 119  Fundamental Statistics  3
Or
MTH 125  Modern College Mathematics  3

Recommended Course Sequence - Fall Semester 3
CRJ 219  Police and Society  3
CRJ 251  Criminology  3
CRJ 258  Criminal Procedure  3
PSY 101  General Psychology  3
Lab Science Elective  4

Recommended Course Sequence - Spring Semester 4
Program Elective  3
CRJ 259  Introduction to Criminalistics  3
COM 101  Fundamentals of Public Speaking  3
GVT 251  State and Local Government  3
Science Elective  3-4

ECONOMICS A2B MASSTRANSFER

Contact
Rebecca Benya-Soderbom, Department Chair of History and Social Sciences and Assistant Professor of History, rebecca.benya-soderbom@bristolcc.edu

Economics is a social science that studies how individuals, firms, and societies make decisions to maximize their well-being given the limitation of resources. Economics as a discipline also helps us understand historical trends, interpret today's headlines, and make predictions about how people and markets will behave.

Economics is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Economics A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including the following required Foundational Courses.

Foundational Courses
ECN 111  Principles of Economics-Macro  3
ECN 112  Principles of Economics-Micro  3

In addition, students are required to complete One of the Following Courses to satisfy the A2B requirements.
MTH 131  Elements of College Mathematics  3
MTH 251  Fundamental Business Statistics  3

ENGLISH A2B MASSTRANSFER

English A2B Transfer Courses

Contact
Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal
effectivenesses in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

- ENG 251 World Literature I 3
  - Or
- ENG 252 World Literature II 3
- ENG 253 English Literature I 3
  - Or
- ENG 254 English Literature II 3
- ENG 255 American Literature Precolonial to 1865 3
  - Or
- ENG 256 American Literature Post Civil War to Present 3

**HISTORY A2B MASSTRANSFER**

**Contact**

Rebecca Benya-Soderbom, Department Chair of History and Social Sciences and Assistant Professor of History, rebecca.benya-soderbom@bristolcc.edu

**History** is a comparative study of past societies and cultures. It examines the major forces, personalities, events, and institutions that have shaped our world to the present. Through critical thinking and analysis, historians strive to understand the principles of group behavior and social organizations and how power is wielded in society.

History is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the History A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including the following required Foundational Courses.

**Foundational Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**POLITICAL SCIENCE A2B MASSTRANSFER**

**Contact**

Rebecca Benya-Soderbom, Department Chair of History and Social Sciences and Assistant Professor of History, rebecca.benya-soderbom@bristolcc.edu

**Political Science** is the study of the origins, principles, and provisions of constitutions, the role of the mass media and public opinion, voiting and elections, the institutions of government, and the liberties and rights of citizens. It examines how power is wielded in society, the responsibilities and rights of the individual in human society, differing points of view on the same issue and the importance of considering the ramifications of decisions.

Political Science is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the Political Science A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including the following required Foundational Courses.

**Foundational Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
</tbody>
</table>

**PSYCHOLOGY A2B MASSTRANSFER**

**Contact**

Mary Zahm, Department Chair and Professor of Psychology, mary.zahm@bristolcc.edu

**Psychology** is the scientific study of behavior and mental processes. Psychologists use rigorous, scientific methods to conduct research studies and experiments with the goals of describing a behavior or mental process, explaining the underlining causes of it, predicting conditions under which it is likely to occur, and applying psychological knowledge to help people change behavior and mental processes to bring about desired goals. Graduates are well-equipped to transfer and complete a Bachelor of Arts or Science degree
in psychology and prepare for a career in a variety of areas including counseling, education, health, research, school psychology, and social work.

Psychology is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Psychology A2B Program, students should complete the requirements for the Liberal Arts - Behavioral & Social Sciences (p. 96) Concentration, including four of the following required Foundational Courses.

Foundational Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 290</td>
<td>Psychology of Learning</td>
<td>3</td>
</tr>
</tbody>
</table>

SOCIOLGY A2B MASSTRANSFER

Contact

Colleen Avedikian, Coordinator of Liberal Arts & Sciences/Behavioral and Social Sciences Transfer and Professor of Sociology, colleen.avedikian@bristolcc.edu

Sociology is the scientific study of society, including patterns of social relationships, social interaction, and culture. It is a social science that uses various methods of empirical investigation and critical analysis to develop a body of knowledge about social order, acceptance, and change. Graduates of Bachelor’s Degree programs are well-equipped with the tools needed to make sense of the shifting social world and contribute solutions to difficult social problems in careers in Business, Higher Education, Law, Publishing, Teaching and Community, Health & Social Services, .

Sociology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Sociology A2B Program, students should complete the requirements for the Behavioral and Social Sciences including the following required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 251</td>
<td>Marriage and the Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

PARALEGAL STUDIES

Degree offered

Associate in Science in Paralegal Studies

Credits required 61/62

Dean

Kathleen Pearle, Ed. D., kathleen.pearle@bristolcc.edu

Program contact

Elizabeth Nowakowski, J.D., Program Coordinator and Associate Professor of Paralegal Studies, Elizabeth.Nowakowski@bristolcc.edu

Program Code: PG

Program Goals Statement

The Associate of Science in Paralegal Studies (Career Concentration) combines a liberal arts foundation with a career concentration in one of the fastest growing professions in America. Students have an opportunity to explore the field of law and gain marketable skills to perform a wide range of supportive legal functions. Please note that a Certificate or Degree in Paralegal Studies does not enable a person to practice law, represent clients in court or give legal advice; only licensed attorneys can perform these functions.

Related Programs

• Paralegal Studies certificate
• Legal Administrative Assistant degree
• Legal Office Assistant certificate

Program Information

• Acquire basic understanding of substantive and procedural areas of law for a variety of legal settings.
• Acquire skill in legal research and writing.
• Gain work experience by participating in the Paralegal Internship, PLS 243, which places students in office positions related to their academic program.
• Some courses are offered online.
• PLS courses are taught by licensed attorneys with J.D.s from ABA-accredited law schools.
• Nine (9) credits may be applied to the Legal Administrative Assistant degree.
• Twelve (12) credits may be applied to the Legal Office Assistant certificate.

After BCC
• Employment in a variety of settings including law firms, corporate law departments, financial institutions, government agencies, or courts.
• Some graduates continue their education in advanced paralegal studies or pursue law degrees.

DEGREE REQUIREMENTS

Choose one of the following
- BUS 111 Business and Financial Mathematics 3
  Or
- MTH 119 Fundamental Statistics 3

General Courses
- COM 101 Fundamentals of Public Speaking 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- GVT 111 U.S. Government 3
- HST 114 United States History from 1877 3
- SOC 212 The Sociology of Social Problems 3

Science Elective - choose one
- Elective - Science 3-4

Program Requirements
- PLS 105 Law Office Management 3
- PLS 100 Introduction to Paralegal Studies and Legal Ethics 3
- PLS 101 Civil Litigation and Procedure 3
- PLS 102 Torts Law 3
- PLS 120 Basic Legal Research 3
- PLS 121 Family Law and Procedure 3
- PLS 230 Criminal Law and Procedure 3
- PLS 232 Advanced Legal Research and Writing 3
- PLS 240 Real Estate Law 3
- PLS 241 Wills, Estates, and Trusts 3
- PLS 243 Paralegal Internship 3

Program Electives - choose one
- PLS 220 Bankruptcy Law 3
- PLS 231 Interviewing and Investigation 3
- PLS 234 Legal Ethics 3
- PLS 235 Immigration Law 3
- PLS 242 Business Organization for Paralegals

Recommended Course Sequence - Fall Semester 1
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- BUS 111 Business and Financial Mathematics 3
  Or
- MTH 119 Fundamental Statistics 3
- PLS 105 Law Office Management 3
- PLS 100 Introduction to Paralegal Studies and Legal Ethics 3
- PLS 101 Civil Litigation and Procedure 3

Recommended Course Sequence - Spring Semester 2
- ENG 102 Composition II: Writing about Literature 3
- GVT 111 U.S. Government 3
- HST 114 United States History from 1877 3
- PLS 120 Basic Legal Research 3
- PLS 121 Family Law and Procedure 3

Recommended Course Sequence - Fall Semester 3
- SOC 212 The Sociology of Social Problems 3
- PLS 230 Criminal Law and Procedure 3
- PLS 232 Advanced Legal Research and Writing 3
- PLS 102 Torts Law 3
- PLS Elective 3

Recommended Course Sequence - Spring Semester 4
- Science Elective 3-4
- COM 101 Fundamentals of Public Speaking 3
- PLS 240 Real Estate Law 3
- PLS 241 Wills, Estates, and Trusts 3
- PLS 243 Paralegal Internship 3

Division of Business and Information Management

Business Administration Career

ACCOUNTING CAREER

Degree offered
Associate in Science in Business Administration (Accounting Concentration)

Credits required 64/66

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: ACC

Program Goals Statement
The Business Administration career program provides training in the various organizational functions, critical thinking, problem-solving, and communication skills students need to compete in today’s global business environment. In this option, students can focus on accounting and qualify for entry-level accounting positions. All the Business programs share common courses, so students can switch easily between concentrations.

Program Information
• Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.
• The faculty have years of practical experience that makes your education relevant to the workplace.

After BCC
• Graduates seek employment as junior staff accountants, bookkeepers, loan service representatives, tax preparation assistants, credit and collection associates, and junior financial analysts.
• The program is designed for students who plan to enter the workforce immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Information Systems</td>
<td></td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses
| Scientific Reasoning and Discovery Elective |

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

ACC 114 requirement can be satisfied by completing ACC 150

Concentration Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 201</td>
<td>Intermediate Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 255</td>
<td>Federal Taxation I</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose three courses from the list below for a total of 9 credits
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 150</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
<tr>
<td>ACC 253</td>
<td>Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 256</td>
<td>Federal Taxation II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 258</td>
<td>Auditing</td>
<td>3</td>
</tr>
<tr>
<td>ACC 259</td>
<td>Analysis of Financial Statements</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTIVE: (Choose from ACC, BNK, BUS, CED, MAN, MAR, RES, or RMN)

Program Electives – choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 112</td>
<td>Personal Financial Planning</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 251</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Spring Semester 2
ACC 102 Principles of Accounting II 4
ECN 111 Principles of Economics-Macro 3
ENG 102 Composition II: Writing about Literature 3
MAR 101 Principles of Marketing 3
COM 101 Fundamentals of Public Speaking 3
Or
COM 114 Professional Speaking 3

Recommended Course Sequence - Fall Semester 3
Accounting Elective 3
ACC 114 Introduction to QuickBooks Pro 1
ACC 201 Intermediate Accounting I 3
ACC 255 Federal Taxation I 3
CIS 111 Introduction to Business Information Systems 3
Science Elective 3-4

Recommended Course Sequence - Spring Semester 4
Accounting Elective 3
Business Elective 3
Program Elective 3
ACC 202 Intermediate Accounting II 3
BUS 251 Business Law 3
RMN 118 Workshop in Team Development and Managerial Communications 1

ENTREPRENEURSHIP CAREER

Degree offered
Associate in Science in Business Administration (Entrepreneurship Concentration)

Credits required 65/66

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: ENT

Program Goals Statement
The program focuses on developing skills in finance, human resource management, management principles, marketing, purchasing, and sales needed for establishing and operating a new business.

Program Information
- BCC is the home of the Academic Center for Entrepreneurship. It works to assist people starting a business as well as to encourage local high school and middle school students to consider entrepreneurship.

After BCC
- Students are ready to open their own businesses and other enterprises. Some senior institutions offer four-year degrees in Entrepreneurship.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
CIS 111 Introduction to Business Information Systems 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 112 The West and the World II 3

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3

Elective Courses
Scientific Reasoning and Discovery Elective 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
BUS 251 Business Law 3
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Concentration Courses
ACC 114 Introduction to QuickBooks Pro 1
BUS 114 Small Business Planning 1
BUS 253 Corporation Finance 3
MAN 152 Purchasing 3
MAN 154 Small Business Management 3
MAN 251 Human Resources Management 3
MAN 290 Managing an Enterprise 3
MAR 114 Sales Principles 3
MAR 255 Advertising Principles 3
Program Electives – Choose one of the following
BUS 112  Personal Financial Planning  3
BUS 113  Introduction to Business Functions and Practices  3
BUS 155  Business Ethics  3
BUS 260  International Business  3
MAR 253  Sales Management  3

Recommended Course Sequence - Fall Semester 1
ACC 101  Principles of Accounting I  4
BUS 111  Business and Financial Mathematics  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
MAN 101  Principles of Management  3
COM 101  Fundamentals of Public Speaking  3
Or
COM 114  Professional Speaking  3

Recommended Course Sequence - Spring Semester 2
ACC 114  Introduction to QuickBooks Pro  1
BUS 253  Corporation Finance  3
CIS 111  Introduction to Business Information Systems  3
ENG 102  Composition II: Writing about Literature  3
MAN 251  Human Resources Management  3
MAR 101  Principles of Marketing  3

Recommended Course Sequence - Fall Semester 3
BUS 114  Small Business Planning  1
BUS 251  Business Law  3
ECN 111  Principles of Economics-Macro  3
HST 112  The West and the World II  3
MAN 154  Small Business Management  3
MAR 114  Sales Principles  3

Recommended Course Sequence - Spring Semester 4
Program Elective  3
Science Elective  3-4
MAN 152  Purchasing  3
MAN 290  Managing an Enterprise  3
MAR 255  Advertising Principles  3
RMN 118  Workshop in Team Development and Managerial Communications  1

FINANCIAL SERVICES - FINANCIAL MANAGEMENT CAREER

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: MAN

Program Goals Statement
The Business Administration career program emphasizes various organizational functions, critical thinking, problem-solving, and communication skills that students need to compete in today’s global business environment. This concentration assists students to prepare for a career in Financial Management. All business programs share many common courses, so students can switch easily between concentrations.

Program Information
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.
- The faculty have years of practical experience that makes your education relevant to the workplace.

Recommendations
- Students should take any required developmental courses in their first semester.
- Next, they should take ACC 101, BUS 111, and ENG 101 to position themselves for proper course sequence in following semesters.
- BUS 253 should be taken in spring, second year.

After BCC
- Graduates work as mutual fund customer service representatives and broker assistants, loan service representatives, insurance representatives, credit and collection associates, and junior financial analysts.
- The career program is designed for students who plan to enter the workforce immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
CIS 111  Introduction to Business Information Systems  3
CSS 101  College Success Seminar  1
ECN 111  Principles of Economics-Macro  3
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3
HST 112  The West and the World II  3

Degree offered
Associate in Science in Business Administration (Financial Services Financial Management)

Credits required 64/65

Dean
William Berardi, william.berardi@bristolcc.edu
PROGRAMS OF STUDY - BY AREA OF STUDY

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

Electives Courses
- Scientific Reasoning and Discovery Elective 3

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
- ACC 101 Principles of Accounting I 4
- ACC 102 Principles of Accounting II 4
- BUS 111 Business and Financial Mathematics 3
- BUS 251 Business Law 3
- MAN 101 Principles of Management 3
- MAR 101 Principles of Marketing 3
- RMN 118 Workshop in Team Development and Managerial Communications 1

Concentration Courses
- ACC 255 Federal Taxation I 3
- ACC 256 Federal Taxation II 3
- ACC 259 Analysis of Financial Statements 3
- BUS 112 Personal Financial Planning 3
- BUS 253 Corporation Finance 3

Program Electives – choose one of the following
- ACC 150 Small Business Financial Software 3
- BNK 101 Principles of Banking 3
- BNK 114 Introduction to Commercial Banking 3
- BUS 113 Introduction to Business Functions and Practices 3
- BUS 260 International Business 3
- MAN 290 Managing an Enterprise 3
- MAR 114 Sales Principles 3
- MAR 253 Sales Management 3
- CED 210 Cooperative Work Experience 3
- ECN 251 Money and Banking 3

Program Electives - Choose one of the following
- MAN 251 Human Resources Management 3
- MAN 152 Purchasing 3
- MAN 255 Advertising Principles 3

Recommended Course Sequence - Fall Semester 1
- ACC 101 Principles of Accounting I 4
- BUS 111 Business and Financial Mathematics 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- HST 112 The West and the World II 3

MAN 101 Principles of Management 3

Recommended Course Sequence - Spring Semester 2
- Program Elective 3
- ACC 102 Principles of Accounting II 4
- ECN 111 Principles of Economics-Macro 3
- ENG 102 Composition II: Writing about Literature 3
- MAR 101 Principles of Marketing 3

Recommended Course Sequence - Fall Semester 3
- ACC 255 Federal Taxation I 3
- ACC 259 Analysis of Financial Statements 3
- BUS 112 Personal Financial Planning 3
- BUS 251 Business Law 3
- CIS 111 Introduction to Business Information Systems 3
- RMN 118 Workshop in Team Development and Managerial Communications 1

Recommended Course Sequence - Spring Semester 4
- Program Elective 3
- ACC 256 Federal Taxation II 3
- BUS 253 Corporation Finance 3
- Science Elective 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

GENERAL MANAGEMENT CAREER

Degree offered
Associate in Science in Business Administration (General Management Concentration)

Credits required 64/65

Dean
William Berardi, william.berardi@bristolcc.edu

Program Contact
Dorris Perryman, Department Chair and Associate Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: GEN

Program Goals Statement
Students enrolled in the Business Administration career program receive training in various organizational functions, critical thinking and problem-solving skills they need to compete in today’s global business environment. All the Business programs share common courses, so students can switch easily between concentrations.

Program Information
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM,
MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

- The faculty have years of practical experience in national and global business that makes your education relevant to the workplace.

- This concentration assists students to prepare for a variety of careers.

**Recommendations**

- Students should take BUS 111, ENG 101, RMN 118, and ACC 101 first to position themselves for the proper course sequence in their second year. Students should take any required developmental courses in their first semester, followed by BUS 111 and ENG 101.

- Choose electives to pursue specific interests, such as purchasing or human resources.

**After BCC**

- Graduates work as quality control specialists, shift supervisors, and assistant managers of retail stores.

- The career program is designed for students who expect to work in the profession immediately after graduation.

**Infused General Education Competencies**

Ethical Dimensions, Multicultural Perspective

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**Concentration Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose from ACC, BNK, BUS, CED, MAN, MAR, RES, RMN

**Choose one elective from the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 112</td>
<td>Personal Financial Planning</td>
<td>3</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>International Business</td>
<td>3</td>
</tr>
<tr>
<td>MAN 251</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 152</td>
<td>Purchasing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 255</td>
<td>Advertising Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3-4</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 251</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>
MARKETING MANAGEMENT CAREER

Degree offered
Associate in Science in Business Administration
(Marketing Management Concentration)

Credits required 63/64

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BC
Concentration Code: MAR

Program Goals Statement
The Business Administration career program provides training in the various organizational functions, critical thinking, and problem-solving skills students need to compete in today’s global business environment and to understand marketing. All the Business programs share common courses, so students can switch easily between concentrations.

Program Information

• Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.
• The faculty have years of practical experience that makes your education relevant to the workplace. This concentration assists students to prepare for a career in marketing and sales.

After BCC

• Graduates work as marketing agents, customer service representatives, loan service representatives, sales associates, marketing assistants, and sales people.
• The program is designed for students who plan to enter the workforce immediately after graduation.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective

DEGREE REQUIREMENTS

General Courses
CIS 111 Introduction to Business Information Systems 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 112 The West and the World II 3

CSS 101: (or completion of Division 3 Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3

Elective Courses
Elective - Science 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

Core Courses
ACC 101 Principles of Accounting I 4
ACC 102 Principles of Accounting II 4
BUS 111 Business and Financial Mathematics 3
BUS 251 Business Law 3
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Concentration Courses
MAR 114 Sales Principles 3
MAR 253 Sales Management 3
MAR 255 Advertising Principles 3

Choose one of the following
BUS 253 Corporation Finance 3
MAN 152 Purchasing 3

Choose two from the following
Elective 3
Elective 3

ACC, BNK, BUS, CED, MAN, MAR, RES, RMN

Program Electives – Choose one of the following
BUS 112 Personal Financial Planning 3
BUS 113 Introduction to Business Functions and Practices 3
BUS 253 Corporation Finance 3
BUS 155 Business Ethics 3
BUS 260 International Business 3
MAN 251 Human Resources Management 3
MAN 152 Purchasing 3
MAN 290 Managing an Enterprise 3
Recommended Course Sequence - Fall Semester 1
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial 3
Mathematics
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
HST 112 The West and the World II 3
MAN 101 Principles of Management 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Recommended Course Sequence - Spring Semester 2
Program Elective 3
ACC 102 Principles of Accounting II 4
ECN 111 Principles of Economics-Macro 3
ENG 102 Composition II: Writing about Literature 3
MAR 101 Principles of Marketing 3

Recommended Course Sequence - Fall Semester 3
CIS 111 Introduction to Business Information Systems 3
Science Elective 3-4
MAR 114 Sales Principles 3
MAR 255 Advertising Principles 3

Recommended Course Sequence - Spring Semester 4
Program Elective 3
BUS 251 Business Law 3
MAR 253 Sales Management 3
BUS 253 Corporation Finance 3
MAN 152 Purchasing 3

Program Information
- The transfer program is designed for students who plan to transfer to a four-year institution to complete their baccalaureate program.
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Recommendations
- Take MTH 131, ENG 101, and ACC 101 first to position yourself for the next course sequences.
- Students should take any required developmental courses in their first semester, followed by MTH 131 and ENG 101 during the second semester.

After BCC
- Recent graduates have transferred to Bridgewater State College, Bryant University, Rhode Island College, Roger Williams University, Simmons College, Stonehill College, and the University of Massachusetts.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

General Courses
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ECN 112 Principles of Economics-Micro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 111 The West and the World I 3
HST 112 The West and the World II 3
MTH 131 Elements of College Mathematics 3
MTH 251 Fundamental Business Statistics 3
MTH 252 Statistics for Decision Making 3
PSY 101 General Psychology 3

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3
**Elective Courses**
- Lab Science Elective 4
- Lab Science Elective 4

Choose courses from Transfer Electives & Elective Recommendations

**Program Courses**
- ACC 101  
  Principles of Accounting I 4
- ACC 102  
  Principles of Accounting II 4
- MAN 101  
  Principles of Management 3
- MAR 101  
  Principles of Marketing 3

**Program Electives**
- Elective 3
- Elective 3
- Elective 3

For Business electives, check transfer requirements and choose from BUS 251, BUS 253, BUS 155, CIS 111, CED, or up to 6 credits of Humanities or Behavioral and Social Science elective from the list of Business Administration transfer electives.

**MassTransfer A2B Courses**
The Business Administration Transfer Program is a MassTransfer A2BMapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Business A2B Program, the following Courses are required:
- CIS 111  
  Introduction to Business Information Systems 3
- ACC 257  
  Managerial Accounting 3

**Recommended Course Sequence - Fall Semester 1**
- ACC 101  
  Principles of Accounting I 4
- CIS 111  
  Introduction to Business Information Systems 3
- CSS 101  
  College Success Seminar 1
- ECN 111  
  Principles of Economics-Macro 3
- ENG 101  
  Composition I: College Writing 3
- MTH 131  
  Elements of College Mathematics 3

**Recommended Course Sequence - Spring Semester 2**
- ACC 102  
  Principles of Accounting II 4
- ECN 111  
  Principles of Economics-Micro 3
- ENG 102  
  Composition II: Writing about Literature 3
- MAR 101  
  Principles of Marketing 3
- PSY 101  
  General Psychology 3

**Recommended Course Sequence - Fall Semester 3**
- Lab Science Elective 4
- COM 114  
  Professional Speaking 3
- HST 111  
  The West and the World I 3
- MAN 101  
  Principles of Management 3
- MTH 251  
  Fundamental Business Statistics 3

**Recommended Course Sequence - Spring Semester 4**
- Lab Science Elective 4
- ACC 257  
  Managerial Accounting 3
- BUS 251  
  Business Law 3
- HST 112  
  The West and the World II 3
- MTH 252  
  Statistics for Decision Making 3

---

**Computer Information Systems**

**BUSINESS INFORMATION SYSTEMS**

**CAREER**

**Degree offered**
Associate in Science in Computer Information Systems (Business Information Systems Concentration)

**Credits required 60/66**

**Dean**
William Berardi, william.berardi@bristolcc.edu

**Program contact**
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code:** CI
**Concentration Code:** CIM

**Program Goals Statement**
Students will be prepared to work in the Information Technology field in a wide variety of support roles.

Students develop basic skills in a wide range of areas including application development and use, web development, databases, operating systems and analysis and design. This broad range of topics prepares them for jobs in small business and for support careers.

**Program information**
- Students who elect to take EGR 133 in combination with CIS 121 and CIS 160 are prepared to take the A+ Certification examination, the recognized industry standard for computer service technicians.
- The optional Cooperative Education program places students in computer-related positions, where they can earn course credit, wages, and experience.
- Note: Students may be required to obtain and use specific hardware, operating systems, or applications.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**Elective Recommendations**
• See Transfer Electives and Elective Recommendations, specifically the CIS plans.

**After BCC**

• Recent graduates are in high demand and have moved into various types of employment, including positions such as help desk technician, office specialist, computer sales, or consultant. Some have started their own businesses. Frequently, they serve as the computer person in a small company.

**Infused General Education Competencies**

Technical Literacy, First Year Experience

### DEGREE REQUIREMENTS

#### General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

History choice impacts other competencies. See Transfer Electives and Elective Recommendations for CIS (p. 32) plans.

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ethical Dimensions Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Multicultural Perspective Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td>Social Phenomenon Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives and Elective Recommendations for CIS (p. 32) plans.

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 112</td>
<td>Advanced Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 160</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
<tr>
<td>CIS 270</td>
<td>Systems Analysis and Design Seminar</td>
<td>3</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Security Awareness</td>
<td>1</td>
</tr>
<tr>
<td>CIT 131</td>
<td>Business Creativity</td>
<td>3</td>
</tr>
</tbody>
</table>

Take CIS 111 if skills are needed prior to CIS 112.

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC-MAN</td>
<td>ACC-MAN or MAR Elective</td>
<td>3-4</td>
</tr>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
<tr>
<td>CIS/CIT</td>
<td>CIS/CIT Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose a CIS/CIT elective from the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 148</td>
<td>Programming in C#</td>
<td>3</td>
</tr>
<tr>
<td>CIS 161</td>
<td>Database Design</td>
<td>3</td>
</tr>
<tr>
<td>CIS 162</td>
<td>Applications for Web Development</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIT 136</td>
<td>Web Development for Mobile Devices</td>
<td>3</td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 162</td>
<td>Applications for Web Development</td>
<td>3</td>
</tr>
<tr>
<td>CIT 136</td>
<td>Web Development for Mobile Devices</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

- CIS 112  Advanced Business Information Systems 3
- CIS 120  Programming: Logic, Design and Implementation 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
</tr>
<tr>
<td>Or</td>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
</tr>
<tr>
<td></td>
<td>History Elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Security Awareness</td>
<td>1</td>
</tr>
<tr>
<td>CIT 131</td>
<td>Business Creativity</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIS 160</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>COM 114</td>
<td>Professional Speaking</td>
</tr>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Social Phenomenon Elective</td>
<td>3</td>
</tr>
<tr>
<td>CIS 270</td>
<td>Systems Analysis and Design Seminar</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>CIS/CIT Elective</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>Or</td>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
</tr>
<tr>
<td>CIS 162</td>
<td>Applications for Web Development</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>CIS 156</td>
<td>Visual Basic</td>
</tr>
<tr>
<td>Or</td>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

**Recommended Course Sequence - Fall Semester 3**

**Recommended Course Sequence - Spring Semester 4**

**Credits required 63/64**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code**: CI

**Concentration Code**: CIN

**Program Goals Statement**

Students will be prepared for entry-level computer network technician positions in the IT field. They will know how to install, configure, secure, troubleshoot and administer network systems comprised of users, shared resources, and network elements in local and Internet-based environments.

**Program information**

- Program prepares students for industry certifications and develops the high proficiency skills needed to plan, implement and troubleshoot networking environments.
- Students may be required to obtain and use specific hardware, operating systems, or applications.
- Note: Adding the security certificate will increase skills in preparation for the security issues in today's world.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

**After BCC**

- Recent graduates hold positions as a network and telecommunications architecture manager, associate systems engineer, network administrator, help desk technician, support services representative, computer systems engineer, senior information technologist, technical director and consultant.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Technical Literacy, First Year Experience
### DEGREE REQUIREMENTS

#### General Courses
- **BUS 115** Fundamentals of an Enterprise 1
- **ENG 101** Composition I: College Writing 3
- **ENG 102** Composition II: Writing about Literature 3
- **MTH 131** Elements of College Mathematics 3

Choose one of the following Communication Electives
- **COM 101** Fundamentals of Public Speaking 3
- **COM 114** Professional Speaking 3

Choose one of the following History Electives
- **HST 111** The West and the World I 3
- **HST 112** The West and the World II 3
- **HST 113** United States History to 1877 3
- **HST 114** United States History from 1877 3

**General Education Electives**
- Ethical Dimensions Elective 0-3
- Global Awareness Elective 0-3
- Multicultural Perspective Elective 0-3
- Science Elective 3-4
- Social Phenomenon Elective 3

Choose electives from Transfer Electives and Elective Recommendations

#### Program Courses

**CIS 106** Operating System Scripting 1
**CIS 120** Programming: Logic, Design and Implementation 3
**CIS 121** Operating Systems 3
**CIS 131** Windows Server Administration I 3
**CIS 132** Introduction to UNIX/Linux and Shell Programming 3
**CIS 133** UNIX/Linux System Administration I 3
**CIS 134** Networking Technologies 4
**CIS 231** Windows Server Administration II 3
**CIS 232** Unix/Linux System Administration II 4
**CIS 233** Routing and Router Configuration 4
**CIS 271** Network Installation and Configuration Seminar 4
**CIT 150** Cyber Security Principles 3
**EGR 133** Computer Configuration and Repair 4

**Recommended Course Sequence - Fall Semester 1**
- **CIS 120** Programming: Logic, Design and Implementation 3
- **CIS 121** Operating Systems 3
- **ENG 101** Composition I: College Writing 3
- **MTH 131** Elements of College Mathematics 3

**Recommended Course Sequence - Spring Semester 2**
- **CIS 106** Operating System Scripting 1
- **CIS 131** Windows Server Administration I 3
- **CIS 132** Introduction to UNIX/Linux and Shell Programming 3
- **CIS 134** Networking Technologies 4
- **ENG 102** Composition II: Writing about Literature 3
- **BUS 115** Fundamentals of an Enterprise 1

**Recommended Course Sequence - Fall Semester 3**
- **CIS 131** UNIX/Linux System Administration I 3
- **CIS 231** Windows Server Administration II 3
- **EGR 133** Computer Configuration and Repair 4

**Recommended Course Sequence - Spring Semester 4**
- **CIS 232** Unix/Linux System Administration II 4
- **CIS 271** Network Installation and Configuration Seminar 4
- **CIT 150** Cyber Security Principles 3
- **Communications Elective** 3
- **General Education Elective** 3

### COMPUTER PROGRAMMING AND WEB DEVELOPMENT CAREER

#### Degree offered
Associate in Science in Computer Information Systems
(Computer Programming and Web Development Concentration)

#### Credits required 63/66

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CPW

#### Program Goals Statement
Students will be prepared for entry-level programming in business and industry including the option of focusing on web development. They will develop the skills to analyze problems and develop computerized solutions using multiple programming and/or web development options. They will develop the knowledge to work with data analysis and develop and maintain effective programs and/or websites.
Program information

- Students have access to outstanding state-of-the-art technology and learn from faculty in touch with the needs of industry, both locally and nationally. Courses are constantly evolving to reflect current trends.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.
- This concentration can be taken online.

Elective Recommendations

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

After BCC

- Programming Track: Recent graduates have successfully started their own businesses or gone to work as programmers, programmer analysts, systems administrators, systems analysts, software developers, technicians, and consultants.
- Web Track: Students graduating from this track will be prepared to develop and maintain web sites. Students either join a web development firm or do consulting.

Infused General Education Competencies

Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>And</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Choose one of the following History Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
<tr>
<td>HST 116</td>
<td>American Foreign Policy-1898 to the Present</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following Communication Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following Math Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one of the following

General Education Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ethical Dimensions Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Multicultural Perspective Elective</td>
<td>0-3</td>
</tr>
<tr>
<td></td>
<td>Social Phenomenon Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives and Elective Recommendations (p. 32)

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 272</td>
<td>Program Development Seminar</td>
<td>3</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Security Awareness</td>
<td>1</td>
</tr>
</tbody>
</table>

Programming Track - Language Sequence Electives - Choose two of the following sequences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Programming students cannot take CIS 155/CIS 255 and CIS 157/CIS 247 as their two sequences and cannot take CIS 159/CIS 258 and CIS 122/CIS 250 as their two sequences.

Programming Language Sequence Electives - Choose two of the following sequences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>Title</td>
<td>Credits</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming or Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Programming students cannot take CIS 155/CIS 255 and CIS 157/CIS 247 as their two sequences and cannot take CIS 159/CIS 258 and CIS 122/CIS 250 as their two sequences.

**Programming Language Sequence Electives - Choose two of the following sequences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming or Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Programming students cannot take CIS 155/CIS 255 and CIS 157/CIS 247 as their two sequences and cannot take CIS 159/CIS 258 and CIS 122/CIS 250 as their two sequences.

**Programming Track CIS/CIT Electives - Choose five**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 148</td>
<td>Programming in C#</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIT 136</td>
<td>Web Development for Mobile Devices</td>
<td>3</td>
</tr>
<tr>
<td>CIT 143</td>
<td>Programming for Game Developers I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 242</td>
<td>Programming for Game Developers II</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: CIT 143 and/or CIT 242 cannot be taken if C++ courses CIS 155 and/or CIS 255 have been taken.

**Choose one elective from the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 148</td>
<td>Programming in C#</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIT 136</td>
<td>Web Development for Mobile Devices</td>
<td>3</td>
</tr>
<tr>
<td>CIT 143</td>
<td>Programming for Game Developers I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 242</td>
<td>Programming for Game Developers II</td>
<td>3</td>
</tr>
</tbody>
</table>

In fulfilling the two semesters of two languages, students can only take one of the following sequences: CIS 155/CIS 255, CIS 157/CIS 247 and students may not receive programming credit for CIS 155 and CIT 143 or for CIS 255 and CIT 242.

**Web Track - Language Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming And</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
</tbody>
</table>

**Web Track CIS/CIT Electives - Choose three**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 128</td>
<td>Introduction to Digital Audio Recording</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 148</td>
<td>Programming in C#</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 162</td>
<td>Applications for Web Development</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
</tbody>
</table>
CIS 256  Advanced Visual Basic 3
CIS 257  Object-Oriented JAVA Programming II 4
CIT 134  Social Media and the Web 3
CIT 136  Web Development for Mobile Devices 3
CIT 143  Programming for Game Developers I 3
CIT 242  Programming for Game Developers II 3

Recommended Course Sequence - Fall Semester 1
CIS 105  Hardware Fundamentals 1
CIS 120  Programming: Logic, Design and Implementation 3
CIS 121  Operating Systems 3
ENG 101  Composition I: College Writing Mathematics Elective 3

Programming Track
Programming Track CIS/CIT Elective

Web Track
CIS 122  Internet Developer 3

Programming Track
CIS/CIT Elective 3

Web Track
CIS 122  Internet Developer 3

Recommended Course Sequence - Spring Semester 2
BUS 115  Fundamentals of an Enterprise 1
ENG 102  Composition II: Writing about Literature 3
COM 101  Fundamentals of Public Speaking 3
Or
COM 114  Professional Speaking 3

Programming Track
Programming Track CIS/CIT Elective

Two Sequence Electives (1st in Sequence)

Web Track
CIS 159  MySQL and PHP 3
CIS 250  Interactive Websites 3
CIT 131  Business Creativity 3

Programming Track
Two Language Sequence Electives (1st in sequence) 6
(CIS/CIT Elective)

Web Track
CIS 159  MySQL and PHP 3
CIS 250  Interactive Websites 3
CIT 131  Business Creativity 3

Recommended Course Sequence - Fall Semester 3
CIS 150  Oracle and SQL 3
CIT 102  Security Awareness 1

History Elective 3

Programming Track
Two Language Sequence Electives (2nd in sequence) 6
CIS/CIT Elective 3

Web Track
CIS 132  Introduction to UNIX/Linux and Shell Programming 3
CIS 258  Advanced Interactive Programming CIS/CIT Elective 3

Recommended Course Sequence - Spring Semester 4
CIS 272  Program Development Seminar 3
CIS/CIT Elective 3
CIS/CIT Elective 3
Science Elective 3-4
Social Phenomenon Elective 3

Students may not take CIS 157 for credit, and may not get credit for both CIT 143 and CIS 155 or for both CIT 242 and CIS 255 or for both CIS 250 and CIS 159

CYBER SECURITY AND DIGITAL FORENSICS

Degree offered
Associate in Science in Computer Information Systems (Cyber Security and Digital Forensics Concentration)

Credits required 65/66

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CSD

Program Goals Statement
Students will be prepared for critical roles in developing solutions to security problems which are a continually changing and evolving issue for businesses. Students will master theoretical concepts of information security and the methodologies to apply learning to practical problem-solving and prevention. Students will learn computer forensics skills and will be able to conduct analysis of computer and/or network equipment and related data files.

Program information
Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.
Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

**After BCC**

- This program prepares students for high-demand roles to protect critical functions in all types of enterprises.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

**Infused General Education Competencies**

Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 250</td>
<td>Cyber Defense and Firewall Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 251</td>
<td>Operating Systems Vulnerability Management &amp; Risk</td>
<td>3</td>
</tr>
<tr>
<td>CIT 252</td>
<td>Critical Security Controls</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 105</td>
<td>Hardware Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 132</td>
<td>Introduction to UNIX/Linux and Shell Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td></td>
<td>3-4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIS 133</td>
<td>UNIX/Linux System Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 250</td>
<td>Cyber Defense and Firewall Security</td>
<td>3</td>
</tr>
<tr>
<td>CIT 251</td>
<td>Operating Systems Vulnerability Management &amp; Risk</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 252</td>
<td>Critical Security Controls</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**GAME DEVELOPMENT - GAME CREATION CAREER**

**Degree offered**

Associate in Science in Computer Information Systems (Game Development-Creation Concentration)
**Credits required 63/64**

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIGC

**Program Goals Statement**

The program prepares students for entry into the video game industry. It offers those who want to combine a love of games, fun, and competition with the development of serious computer skills and prepare for a rapidly expanding career field. In the last two semesters of the program, coursework mimics industry development as students work in teams to propose and develop a game for distribution. This program is for the students interested in the overall creation and packaging of games.

Program information

Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

**After BCC**

BCC has established partnerships with several computer game developers. Students have been given the opportunity to do internships and paid work.

**Infused General Education Competencies**

Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
<tr>
<td>HST 116</td>
<td>American Foreign Policy-1898 to the Present</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

- Multicultural Perspective Elective 0-3
- Science Elective 3-4

Choose course from Transfer Electives and Elective Recommendations

**Core Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIT 140</td>
<td>Electronic Game Development I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 141</td>
<td>Visual Concepts for Game Designers</td>
<td>3</td>
</tr>
<tr>
<td>CIT 142</td>
<td>Computer Game Level Building</td>
<td>3</td>
</tr>
<tr>
<td>CIT 143</td>
<td>Programming for Game Developers I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 240</td>
<td>Modding I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 241</td>
<td>Electronic Game Development II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 243</td>
<td>Game and Sound Production</td>
<td>3</td>
</tr>
<tr>
<td>CIT 245</td>
<td>Game Design on Paper</td>
<td>3</td>
</tr>
<tr>
<td>CIT 246</td>
<td>Modding II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 247</td>
<td>Pre-Production Game Development</td>
<td>3</td>
</tr>
<tr>
<td>CIT 262</td>
<td>Advanced Game Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

**Concentration Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 240</td>
<td>Modding I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 241</td>
<td>Electronic Game Development II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 243</td>
<td>Game and Sound Production</td>
<td>3</td>
</tr>
<tr>
<td>CIT 245</td>
<td>Game Design on Paper</td>
<td>3</td>
</tr>
<tr>
<td>CIT 246</td>
<td>Modding II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 262</td>
<td>Advanced Game Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIT 140</td>
<td>Electronic Game Development I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 141</td>
<td>Visual Concepts for Game Designers</td>
<td>3</td>
</tr>
<tr>
<td>CIT 142</td>
<td>Computer Game Level Building</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIT 143</td>
<td>Programming for Game Developers I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 240</td>
<td>Modding I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 241</td>
<td>Electronic Game Development II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 245</td>
<td>Game Design on Paper</td>
<td>3</td>
</tr>
<tr>
<td>CIT 246</td>
<td>Modding II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 247</td>
<td>Pre-Production Game</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 243</td>
<td>Game and Sound Production</td>
<td>3</td>
</tr>
<tr>
<td>CIT 262</td>
<td>Advanced Game Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIT 276</td>
<td>Game Production</td>
<td>4</td>
</tr>
</tbody>
</table>

ELECTIVE RECOMMENDATIONS CIS

To meet the General Education competency electives, consider:

Applies to the following degree program:

- Business Information System
- Computer Networking
- Computer Programming
- Computer Security
- Multimedia and Internet
- Webmaster

Plan A

HST 114 or HST 112 will meet Historical Awareness and Global Awareness. HST 111 or HST 112 or ART 105 or ART 106 or SOC 101 or SOC 112 or SOC 252 will meet Social Phenomenon and Global Awareness.

Plan B

HST 111 or HST 112 will meet Historical Awareness and Global Awareness. SOC 256 will meet Multicultural Perspective and Ethical Dimensions.

Applies to the following degree program:

- Computer Forensics

HST 114 will meet Historical Awareness, Multicultural Perspective, and Ethical Dimensions.

Computer Information Systems Transfer

COMPUTER INFORMATION SYSTEMS TRANSFER/COMPUTER SCIENCE TRANSFER

Degree offered

Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

Credits required 73

Dean

William Berardi, william.berardi@bristolcc.edu

Program contact

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI

Concentration Code: CIX

Program Goals Statement

The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

Program information

- The first two years of a degree in Computer Science can be done within this option at BCC.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

Recommendations

- Students should talk with the Transfer office for information about colleges.
Elective Recommendations
• See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

After BCC
• Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

General Courses
ECN 112 Principles of Economics-Micro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
ENG 215 Technical Writing 3
MTH 214 Calculus I 4
MTH 215 Calculus II 4
MTH 243 Discrete Structures I 3
MTH 244 Discrete Structures II 3

Choose one of the following
BIO 121 Fundamentals of Biological Science I 4
CHM 113 Fundamentals of Chemistry I 4
PHY 211 General Physics I 4

Choose one of the following
BIO 122 Fundamentals of Biological Science II 4
CHM 114 Fundamentals of Chemistry II 4
PHY 212 General Physics II 4

Choose one two-course sequence
HST 111 The West and the World I And 3
HST 112 The West and the World II Or 3
HST 113 United States History to 1877 And 3
HST 114 United States History from 1877 3

Elective Courses
Ethical Dimensions Elective 0-3
Global Awareness Elective 0-3
Humanities Elective 3
Multicultural Perspective Elective 0-3

Choose courses from Transfer Electives and Elective Recommendations

Program Courses
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
CIS 158 Introduction to Procedural Programming 4
CIS 257 Object-Oriented JAVA Programming II 4
CIS 260 Software Specification and Design 4
CIS 261 Introduction to Computer Systems Design 4
CIS 262 Computer Organization and Design 4

MassTransfer A2B Courses
The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

Recommended Course Sequence - Fall Semester 1
CIS 123 Object-Oriented Concepts 3
CIS 157 Object-Oriented JAVA Programming I 4
ENG 101 Composition I: College Writing 4
MTH 214 Calculus I 3
HST 111 The West and the World I 3
Or
HST 113 United States History to 1877 3

Recommended Course Sequence - Spring Semester 2
CIS 257 Object-Oriented JAVA Programming II 4
ECN 112 Principles of Economics-Micro 3
ENG 102 Composition II: Writing about Literature 3
MTH 215 Calculus II 4
HST 112 The West and the World II 3
Or
HST 114 United States History from 1877 3

Recommended Course Sequence - Fall Semester 3
CIS 158 Introduction to Procedural Programming 4
CIS 261 Introduction to Computer Systems Design 4
ENG 215 Technical Writing 3
MTH 243 Discrete Structures I 3
BIO 121  Fundamentals of Biological Science I  4
CHM 113  Fundamentals of Chemistry I  4
PHY 211  General Physics I  4

Recommended Course Sequence - Spring Semester 4
CIS 260  Software Specification and Design  4
CIS 262  Computer Organization and Design  4
MTH 244  Discrete Structures II  3
CHM 114  Fundamentals of Chemistry II  4
PHY 212  General Physics II  4

COMPUTER INFORMATION SYSTEMS TRANSFER/INFORMATION SYSTEMS TRANSFER

Degree offered
Associate in Science in Computer Information Systems Transfer (Information Systems Transfer Concentration)

Credits required 64/72

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIT

Program Goals Statement
Students have the flexibility to individualize this transfer program to meet the requirements of many four-year colleges and universities.

Program information
- BCC offers many technical courses frequently not available at four-year institutions.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

Recommendations
- Students should consider CIS 111 as their first course unless they have previous computer experience or took computer courses in high school. CIS 111 may be a good transfer course.

Elective Recommendations
- See Transfer Electives and Elective Recommendations (p. 32) specifically the CIS plans

After BCC
- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, and University of Massachusetts Dartmouth.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Technical Literacy, First Year Experience if the student elects to take CIS 120

DEGREE REQUIREMENTS

General Courses
ACC 101  Principles of Accounting I  4
ACC 102  Principles of Accounting II  4
ECN 112  Principles of Economics-Micro  3
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3

Choose one of the following
COM 101  Fundamentals of Public Speaking  3
COM 114  Professional Speaking  3

Choose two of the following
HST 111  The West and the World I  3
And
HST 112  The West and the World II  3
Or
HST 113  United States History to 1877  3
And
HST 114  United States History from 1877  3

Elective Courses
- Ethical Dimensions Elective  0-3
- Global Awareness Elective  0-3
- Multicultural Perspective Elective  0-3
- Science Elective  3-4
- Science Elective  3-4

Choose courses from Transfer Electives and Elective Recommendations
Choose two Quantitative/Symbolic Reasoning courses from

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 132</td>
<td>Calculus with Applications</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

MTH 251 can be substituted for MTH 132.

Take courses that transfer to the college of your choice or which develop technical skills

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELECTIVE Free</td>
<td>Free</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 263</td>
<td>Information Systems Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 152</td>
<td>Database Programming and Management with Access</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
</tbody>
</table>

Program Electives - choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
</tbody>
</table>

Program Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS/CIT Elective</td>
<td>Free</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS/CIT Elective</td>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: CIS 120 covers the first year experience - if you do not elect to take CIS 120, you will need to take another course to fulfill the first year experience criteria.

Or one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 156</td>
<td>Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 155</td>
<td>Introduction to C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS/CIT Elective</td>
<td>Free</td>
<td>3</td>
</tr>
<tr>
<td>History Elective</td>
<td>Free</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>Free</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS/CIT Elective</td>
<td>Free</td>
<td>3</td>
</tr>
</tbody>
</table>


Culinary Arts

CULINARY ARTS/BAKING AND PASTRY CAREER

Degree offered
Associate in Applied Science in Culinary Arts (Baking and Pastry)

Credits required 61

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Gloria Cabral, Acting Coordinator of Culinary Arts and Baking & Pastry Arts, and Professor of Baking & Pastry Arts, gloria.cabral@bristolcc.edu

Program Code: CUB

Program Goals Statement
The Baking and Pastry Arts concentration in the Culinary Arts program provides the student with the opportunity to develop practical skills and theoretical knowledge to work in the foodservice/hospitality fields as pastry and bakery personnel in a variety of entry level and advanced positions.

Program Information
• Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admission, More Information).
• Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
• Students requiring developmental courses in math, reading, or English must complete those courses prior to enrolling in any culinary lab courses.
• Culinary Arts programs are exempt from meeting General Education Competencies due to the requirements of the Associate in Applied Science degree.

Additional Costs
• Students are responsible for the costs of their uniforms, kitchen and bakeshop tools, and texts.

Essential Functions
• Working in a kitchen environment where the temperature can exceed ambient temperature.
• Lifting and moving heavy weight (such as wait-trays, small equipment, and institutional size supplies - 25-50 lbs.)
• Sufficient communication skills to allow for successful interaction between the students and the public.
• Sufficient mobility and motor coordination to complete assigned tasks in the kitchen and dining room in a safe, efficient manner according to acceptable industry standards.
• Ability to learn and apply the body of knowledge necessary to meet the program curriculum and successfully enter the foodservice profession.

Special Requirements
• To successfully complete the program, students should have their own transportation and should limit outside work commitments. Students must be available to work at required Culinary Arts functions.

After BCC
• Graduates can work in the bakeshops of a wide variety of establishments from small local restaurants to large international organizations and can also transfer for further study to four-year colleges including Johnson and Wales University, Paul Smith's College and Newbury College.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 140 Nutrition for Culinarians</td>
<td>CUL 100 Introduction to College/Culinary Experience</td>
</tr>
<tr>
<td>CIS 113 Hospitality Management Information Systems</td>
<td>CUL 102 Culinary Art</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>CUL 103 Culinary Photography</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td></td>
</tr>
</tbody>
</table>
CULINARY ARTS CAREER

Degree offered
Associate in Applied Science in Culinary Arts

Credits required 67

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Gloria Cabral, Acting Coordinator of Culinary Arts and Baking & Pastry Arts, and Professor of Baking & Pastry Arts, gloria.cabral@bristolcc.edu

Program Code: CU

Program Goals Statement
The Culinary concentration in the Culinary Arts program provides students with the opportunity to develop the practical skills and the theoretical knowledge to work in the foodservice/hospitality fields in a variety of entry level and advanced positions in food preparation or the front of the house.

Program Information
- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (see BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading, or English must complete those courses prior to enrolling in any culinary lab courses.
- Culinary Arts programs are exempt from meeting General Education Competencies due to the requirements of the Associate in Applied Science degree.

High School Articulation Credit
- Students graduating from area high schools and vocational/technical centers who participate in the College Tech-Prep program and maintain a grade of “B” or better and have the recommendation of their Culinary Arts instructor can obtain credit for certain introductory level culinary courses depending upon the articulation agreements between their school and Bristol Community College.

Additional Costs
- Students are responsible for the costs of their uniforms, kitchen and bakeshop tools, and texts.

Essential Functions

CUL 104 Culinary Ice Carving 1
CUL 140 Sanitation for Culinarians 2
CUL 151 Essentials of Baking I 2
CUL 152 Essentials of Baking II 4
CUL 153 Baking Technologies 3
CUL 154 Introduction to Showpieces and Displays 3
CUL 240 Purchasing for Culinarians 2
CUL 241 Foodservice Operations and Career Development 2
CUL 251 Advanced Pastry Arts I 4
CUL 252 Advanced Pastry Arts II 6
CUL 253 The Art of the Cake 3
CUL 256 The Capstone Experience for the Baker 3

Recommended Course Sequence - Fall Semester 1
CIS 113 Hospitality Management Information Systems 3
CUL 100 Introduction to College/Culinary Experience 3
CUL 102 Culinary Art 1
CUL 103 Culinary Photography 1
CUL 104 Culinary Ice Carving 1
CUL 140 Sanitation for Culinarians 2
CUL 151 Essentials of Baking I 2
CUL 153 Baking Technologies 3

Recommended Course Sequence - Spring Semester 2
CUL 152 Essentials of Baking II 4
CUL 154 Introduction to Showpieces and Displays 3
CUL 240 Purchasing for Culinarians 2
ENG 101 Composition I: College Writing 3
MTH 115 Culinary Math Or
MTH 119 Fundamental Statistics 3
Or
MTH 125 Modern College Mathematics 3

Recommended Course Sequence - Summer
Consider taking Gen Ed courses to reduce semester load.

Recommended Course Sequence - Fall Semester 3
CUL 251 Advanced Pastry Arts I 4
CUL 253 The Art of the Cake 3
HST 226 Food in History 3
ENG 102 Composition II: Writing about Literature 3
SOC 252 The Sociology of Human Relations 3

Recommended Course Sequence - Spring Semester 4
CUL 241 Foodservice Operations and Career Development 2
CUL 252 Advanced Pastry Arts II 6
CUL 256 The Capstone Experience for the Baker 3
BIO 140 Nutrition for Culinarians 3
• Standing for long periods of time (4 to 10 hours) during a normally protracted class and work day.
• Working in a kitchen environment where the temperature can exceed ambient temperature.
• Lifting and moving heavy weight (such as wait-trays, small equipment, and institutional size supplies - 25-50 lbs.)
• Sufficient communication skills to allow for successful interaction between the students and the public.
• Sufficient mobility and motor coordination to complete assigned tasks in the kitchen and dining room in a safe, efficient manner according to acceptable industry standards.
• Ability to learn and apply the body of knowledge necessary to meet the program curriculum and successfully enter the food service profession.

Special Requirements
• To successfully complete the program, students should have their own transportation and should limit outside work commitments. Students must be available to work at required Culinary Arts functions.

After BCC
• Graduates can work in the kitchens, dining rooms, or bakeshops of a wide variety of establishments from small local restaurants to large international organizations and can also transfer for further study to four-year colleges including Johnson and Wales University.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses
- BIO 140 Nutrition for Culinarians 3
- CIS 113 Hospitality Management 3
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- HST 226 Food in History 3
- SOC 252 The Sociology of Human Relations 3

Choose one of the following
- MTH 115 Culinary Math 3
- MTH 119 Fundamental Statistics 3
- MTH 125 Modern College Mathematics 3

Program Courses
- CUL 100 Introduction to College/Culinary Experience 3
- CUL 102 Culinary Art 1
- CUL 103 Culinary Photography 1
- CUL 104 Culinary Ice Carving 1
- CUL 111 Essentials of Culinary Arts I 4
- CUL 112 Essentials of Culinary Arts II 4
- CUL 113 Baking Skills for Cooks 2
- CUL 121 Dining Room Functions I 2
- CUL 122 Dining Room Functions II 2
- CUL 123 Mixology and Bar Management 2
- CUL 140 Sanitation for Culinarians 2
- CUL 211 Advanced Culinary Techniques I 6
- CUL 212 Advanced Culinary Techniques II 6
- CUL 216 The Capstone Experience for Culinarians 3
- CUL 221 Advanced Table Service 3
- CUL 240 Purchasing for Culinarians 2
- CUL 241 Foodservice Operations and Career Development 2

Recommended Course Sequence - Fall Semester 1
- CIS 113 Hospitality Management Information Systems 3
- CUL 100 Introduction to College/Culinary Experience 3
- CUL 102 Culinary Art 1
- CUL 103 Culinary Photography 1
- CUL 104 Culinary Ice Carving 1
- CUL 111 Essentials of Culinary Arts I 4
- CUL 121 Dining Room Functions I 2
- CUL 140 Sanitation for Culinarians 2

Recommended Course Sequence - Spring Semester 2
- CUL 112 Essentials of Culinary Arts II 4
- CUL 113 Baking Skills for Cooks 2
- CUL 122 Dining Room Functions II 2
- CUL 123 Mixology and Bar Management 2
- ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Summer
Consider taking Gen Ed courses to reduce semester load.

Recommended Course Sequence - Fall Semester 3
- CUL 211 Advanced Culinary Techniques I 6
- CUL 221 Advanced Table Service 3
- ENG 102 Composition II: Writing about Literature 3
- SOC 252 The Sociology of Human Relations 3

Recommended Course Sequence - Spring Semester 4
- BIO 140 Nutrition for Culinarians 3
- CUL 212 Advanced Culinary Techniques II 6
- CUL 216 The Capstone Experience for Culinarians 3
- CUL 240 Purchasing for Culinarians 2
CUL 241  Foodservice Operations and Career Development  2
HST 226  Food in History  3
MTH 115  Culinary Math
Or
MTH 119  Fundamental Statistics  3
Or
MTH 125  Modern College Mathematics  3

General Studies Transfer or Career

GENERAL STUDIES/BUSINESS AND ENTREPRENEURIAL STUDIES

Degree offered
Associate in Science in General Studies (Business & Entrepreneurial Studies)

Credits required 60

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Coordinator of General Studies and Professor of Office Administration, carol.martin@bristolcc.edu

Program Code: GS
Concentration Code: B

Program Goals Statement
This program provides students an opportunity to explore the Business, Hospitality Management and Office Administration Programs. These programs provide training in the various organizational functions, critical thinking, problem-solving, and communication skills students need to compete in today's global business environment. Many of these programs share common courses so students can switch easily between concentrations.

Program Information
• Students should take any required developmental courses in their first semester.
• This program is designed for students who plan to enter the workforce immediately after graduation.
• This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into a variety of business-related career fields.
• Prior Learning Assessment (PLA) credit is available to students for some program and general education courses with approval by the appropriate Department Chairperson.
• Students should consider completing certificates that contain required program courses that will complement their degree.

After BCC
• Students are encouraged to select a specific business studies program, including Business Administration, Hospitality Management, Executive Office Administration or a Certificate(s) in these disciplines.
• Graduates from these programs can:
  a. Seek employment as accountants, tellers, broker assistants, loan service representatives, customer service and insurance representatives, junior financial analysts, shift supervisors, or start their own businesses.
  b. Work in tourism, casino, hotel, and food service management positions.
  c. Become administrative assistants and office managers in all types of offices and corporations.
• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

DEGREE REQUIREMENTS

General Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose one Program Exploratory Course
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose One Technical Literacy Course
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
</tbody>
</table>
Technical Literacy Elective - Waived for students who have successfully completed two online courses.

**Elective Courses**

Scientific Reasoning and Discovery Elective 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery for course listings.

**Program Electives**

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required general courses as early as possible.

Recommended Electives (provided the prerequisite(s) has been met) include: ACC, BNK, BUS, CED, CIS, CIT, COM, HOS, LSM, MAN, MAR, OFC, PRM, PSY, RMN, and SOC.

**NOTE TO STUDENTS:** When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation is a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: [http://www.mass.edu/masstransfer/gened/home.asp](http://www.mass.edu/masstransfer/gened/home.asp))

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMN 118</td>
<td>Workshop in Team Development and Managerial Communications</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

Scientific Reasoning and Discovery Elective 3-4

**Recommended Course Sequence - Spring Semester 4**

Program Electives

**GENERAL STUDIES CAREER OR TRANSFER**

**Degree offered**

Associate in Arts or Associate in Science in General Studies (Career or Transfer)

**Credits required 60**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Carol Martin, Coordinator of General Studies and Professor of Office Administration, carol.martin@bristolcc.edu

**Program Code: GS**

**Program Goals Statement**

The General Studies program is ideal for students who want to explore various fields of study and/or career options. As an undecided freshman, it allows you to mold your class schedule to try a wide variety of subjects that you find interesting. Students who have a very specific goal in mind for their future can take classes that fit their goals. General Studies is perfect for students who wish to create their own disciplinary program and not be limited to the programs available through the College.

**Program Information**

- Learn how to think critically, communicate effectively, and pull together knowledge from many disciplines---skills you will need to be successful in almost any career.
- Students will acquire a broad-based education.
- General Studies can be perfect for students who use its lack of structure to their advantage and mold it to their individual needs.

**After BCC**

- Graduates receive an excellent preparation to continue education and achieve a bachelor's degree.
- Graduates continue school in a variety of disciplines, including art, media arts, public relations, entertainment, sales, law enforcement, law school, health professions, and other graduate programs.
- Students may seek employment in a variety of fields.

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>
Choose one of the following
SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 252  The Sociology of Human Relations  3

Elective Courses
Science Elective  3-4
Multicultural Perspective Elective  3
Quantitative and Symbolic  3-4
Reasoning Elective  3
Technical Literacy Elective  0-3

- Science elective: Choose from transfer electives and elective recommendations.
- Technical Literacy: Waived for students who have successfully completed two (2) online courses. See General Education Competency courses - Technical Literacy (p. 491) for course listings.
- Multicultural Perspective: See General Education Competency courses - Multicultural Perspective (p. 488) for course listings.
- Quantitative/Symbolic Reasoning: See General Education Competency courses - Quantitative/Symbolic Reasoning (p. 487) for course listings.

Program Electives
Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

Students should complete the required 24 credits as early as possible.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
Elective  3
Quantitative and Symbolic Reasoning Elective  3-4
ENG 101  Composition I: College Writing  3
History Elective  3

Students should complete required developmental courses without delay.

Recommended Course Sequence - Spring Semester 2
ENG 102  Composition II: Writing about Literature  3
Free Elective  3
Science Elective  3-4
Multicultural Perspective Elective  3

SOC 101  Principles of Sociology  3
Or
SOC 212  The Sociology of Social Problems  3
Or
SOC 252  The Sociology of Human Relations  3

Recommended Course Sequence - Fall Semester 3
Electives
COM 101  Fundamentals of Public Speaking  3

Recommended Course Sequence - Spring Semester 4
Electives
Technical Literacy Elective  3

Hospitality Management

HOSPITALITY MANAGEMENT/CASINO

Degree offered
Associate in Applied Science in Hospitality Management - Casino Management Concentration

Credits required 61-64

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HMC

Program Goals Statement

The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world’s largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, Convention and Visitors Bureau or special event planning companies.

Program Information

- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admission, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading or English, must complete those courses prior to entering the concentration of their choice.
This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.

Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.

Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.

All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

After BCC
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

- Tour escorts
- Convention and Visitors Bureau Coordinator
- Hotel Sales and Marketing Manager
- Lodging Concierge
- Casino Dealer or Floor Supervisor
- Tourism Destination Guide
- Hotel Front Desk Clerk or Housekeeping Supervisor
- Cruise Ship Employee
- Dining Room Supervisor

### DEGREE REQUIREMENTS

#### General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Elective Courses

- History Elective: 3
- Science Elective: 3-4

#### Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Choose two of the following

- HOS 121 Introduction to Travel, Tourism and Hospitality: 3
- HOS 137 Event Management and Marketing: 3
- HOS 140 Introduction to Casino Operations: 3
- MAN 101 Principles of Management: 3
- MAR 101 Principles of Marketing: 3
- HOS 141 Casino Loss Prevention: 3
- HOS 142 Gaming and Social Policy: 3
- HOS 150 Introduction to Casino Games: 2

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HOS 141</td>
<td>Casino Loss Prevention</td>
<td>3</td>
</tr>
<tr>
<td>HOS 150</td>
<td>Introduction to Casino Games</td>
<td>2</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>History Elective: 3-4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>HOS 142</td>
<td>Gaming and Social Policy</td>
<td>3</td>
</tr>
<tr>
<td>HOS 150</td>
<td>Introduction to Casino Games</td>
<td>2</td>
</tr>
<tr>
<td>HOS 251</td>
<td>Casino Dealing: Poker</td>
<td>4</td>
</tr>
<tr>
<td>HOS 252</td>
<td>Casino Dealing: Black Jack</td>
<td>3</td>
</tr>
<tr>
<td>HOS 253</td>
<td>Casino Dealing: Roulette</td>
<td>3</td>
</tr>
<tr>
<td>HOS 254</td>
<td>Casino Dealing: Craps</td>
<td>5</td>
</tr>
</tbody>
</table>

**HOSPITALITY MANAGEMENT/EVENT PLANNING AND MANAGEMENT**

**Degree offered**

Associate in Applied Science in Hospitality Management (Event Planning and Management Concentration)
Credits required 60-61

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HM
Concentration Code: HME

Program Goals Statement
The hospitality industry is the world's largest employment field. A large part of the industry is devoted to the planning and management of events.

Upon completion of the degree, the student will be able to seek employment in hotels and other lodging operations, private clubs, cruise ships, casinos, or special event planning companies.

Program Information
• This program offers students the opportunity to develop strong communication skills, organizational and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
• Job opportunities include convention and visitors bureau coordinator, hotel sales and marketing planner, hotel event planner, casino event planner, tour destination event planner, or cruise ship event and activities planner.
• Students may earn credit in field placements at such sites as Disney World, Newport Historical Society, theme parks, and event planning companies.

After BCC
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:
• Convention and Visitors Bureau Event Coordinator
• Hotel Sales and Marketing Event Manager
• Casino Event Manager
• Hotel Event and Catering Manager
• Cruise Ship Event Planner
• Restaurant Event Manager

DEGREE REQUIREMENTS

General Courses
CED 210 Cooperative Work Experience 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3

ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature

Core Courses
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
BUS 155 Business Ethics 3
CUL 160 Introduction to Hospitality Food Services 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 137 Event Management and Marketing 3
HOS 140 Introduction to Casino Operations 3
MAN 101 Principles of Management 3
PRM 101 Foundations of Project Management 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Elective Courses
History Elective 3
Science Elective 3-4

Event Planning Concentration Courses
HOS 223 Convention Sales and Service 3
HOS 224 Hospitality Sales and Customer Service 3
HOS 255 Event Design 3
HOS 265 Special Event Planning Capstone 3

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
CUL 160 Introduction to Hospitality Food Services 3
ENG 101 Composition I: College Writing 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 140 Introduction to Casino Operations 3

Recommended Course Sequence - Spring Semester 2
ACC 101 Principles of Accounting I 4
ENG 102 Composition II: Writing about Literature 3
HOS 137 Event Management and Marketing 3
MAN 101 Principles of Management 3
History Elective 3

Recommended Course Sequence - Fall Semester 3
BUS 111 Business and Financial Mathematics 3
ECN 111 Principles of Economics-Macro 3
HOS 224 Hospitality Sales and Customer Service 3
HOS 255 Event Design 3
PRM 101 Foundations of Project Management 3
Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>HOS 223</td>
<td>Convention Sales and Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 265</td>
<td>Special Event Planning Capstone</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

HOSPITALITY MANAGEMENT/FOOD SERVICE

Degree offered
Associate in Applied Science in Hospitality Management - Food Service Concentration

Credits required 61-62

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HM
Concentration Code: HMS

Program Goals Statement
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.

Program Information
- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.
- This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
- Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
- All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

After BCC
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:
- Tour escorts
- Convention and Visitors Bureau Coordinator
- Hotel Sales and Marketing Manager
- Lodging Concierge
- Casino Dealer or Floor Supervisor
- Tourism Destination Guide
- Hotel Front Desk Clerk or Housekeeping Supervisor
- Cruise Ship Employee
- Dining Room Supervisor

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History Elective</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>
CIS 113  Hospitality Management Information Systems  3
CUL 121  Dining Room Functions I  2
CUL 123  Mixology and Bar Management  2
CUL 140  Sanitation for Culinarians  2
CUL 240  Purchasing for Culinarians  2
CUL 241  Foodservice Operations and Career Development  2
RMN 118  Workshop in Team Development and Managerial Communications  1

Recommended Course Sequence - Fall Semester 1
CSS 101  College Success Seminar  1
CUL 160  Introduction to Hospitality Food Services  3
ENG 101  Composition I: College Writing  3
HOS 121  Introduction to Travel, Tourism and Hospitality  3
HOS 140  Introduction to Casino Operations  3

Recommended Course Sequence - Spring Semester 2
ACC 101  Principles of Accounting I  4
ENG 102  Composition II: Writing about Literature  3
HOS 137  Event Management and Marketing  3
MAN 101  Principles of Management  3
History Elective  3

Recommended Course Sequence - Fall Semester 3
BUS 111  Business and Financial Mathematics  3
CUL 121  Dining Room Functions I  2
CUL 123  Mixology and Bar Management  2
CUL 140  Sanitation for Culinarians  2
CUL 240  Purchasing for Culinarians  2
ECN 111  Principles of Economics-Macro  3
MAR 101  Principles of Marketing  3

Recommended Course Sequence - Spring Semester 4
BUS 155  Business Ethics  3
CED 210  Cooperative Work Experience  3
CIS 113  Hospitality Management Information Systems  3
CUL 241  Foodservice Operations and Career Development  2
RMN 118  Workshop in Team Development and Managerial Communications Science Elective  3-4

HOSPITALITY MANAGEMENT/HOTEL

Degree offered
Associate in Applied Science in Hospitality Management - Hotel Management Concentration

Credits required 60-61

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HM
Concentration Code: HMH

Program Goals Statement
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.

Program Information
• Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).
• Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
• Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.
• This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
• Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
• Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
• All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

After BCC
This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:
• Tour escorts
• Convention and Visitors Bureau Coordinator
• Hotel Sales and Marketing Manager
• Lodging Concierge
• Casino Dealer or Floor Supervisor
• Tourism Destination Guide
• Hotel Front Desk Clerk or Housekeeping Supervisor
• Cruise Ship Employee
• Dining Room Supervisor

DEGREE REQUIREMENTS

General Courses
CED 210 Cooperative Work Experience 3
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Core Courses
ACC 101 Principles of Accounting I 4
BUS 111 Business and Financial Mathematics 3
BUS 155 Business Ethics 3
CUL 160 Introduction to Hospitality Food Services 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 137 Event Management and Marketing 3
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3
HOS 224 Hospitality Sales and Customer Service 3
HOS 226 Hotel Accommodations Management 3
HOS 228 Property Management Systems and Revenue Management 3
HOS 229 Hospitality Managerial Accounting 3
RMN 118 Workshop in Team Development and Managerial Communications 1

Elective Courses
History Elective 3
Science Elective 3-4

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
CUL 160 Introduction to Hospitality Food Services 3
ENG 101 Composition I: College Writing 3
HOS 121 Introduction to Travel, Tourism and Hospitality 3
HOS 140 Introduction to Casino Operations 3

Recommended Course Sequence - Spring Semester 2
ACC 101 Principles of Accounting I 4
ENG 102 Composition II: Writing about Literature 3
HOS 137 Event Management and Marketing 3
MAN 101 Principles of Management 3

Recommended Course Sequence - Fall Semester 3
BUS 111 Business and Financial Mathematics 3
ECN 111 Principles of Economics-Macro 3
HOS 224 Hospitality Sales and Customer Service 3
HOS 228 Property Management Systems and Revenue Management 3
HOS 229 Hospitality Managerial Accounting 3
MAR 101 Principles of Marketing 3

Recommended Course Sequence - Spring Semester 4
BUS 155 Business Ethics 3
CED 210 Cooperative Work Experience 3
HOS 226 Hotel Accommodations Management 3
RMN 118 Workshop in Team Development and Managerial Communications 1
Science Elective 3-4

HOSPITALITY MANAGEMENT/TOURISM

Degree offered
Associate in Applied Science in Hospitality Management - Tourism Management Concentration

Credits required 62-63

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Acting Coordinator of Hospitality & Associate Professor of Hospitality and Casino Management, e.jon.bjornson@bristolcc.edu

Program Code: HM
Concentration Code: HMT

Program Goals Statement
The Hospitality Management degree helps prepare students for careers in their area of specialization. Hospitality is the world's largest employment field. Upon completion of the degree, the student will be able to seek employment in hotels, bed and breakfasts, inns, or other lodging operations, senior living facilities, restaurants, night clubs, managed services facilities, private clubs, cruise ships, casinos, airline, railroad, theme parks, destination
attractions, meeting, convention and exposition facilities, convention and visitors bureau or special event planning companies.

**Program Information**

- Prior to being considered for admission, applicants must attend an Applicant Orientation Session (See BCC Web Page, Admissions, More Information).
- Prior to being considered for admission, students must complete the College Placement Exams (or be exempt).
- Students requiring developmental courses in math, reading or English must complete those courses prior to entering the concentration of their choice.
- This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into the growing hospitality career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, hotel sales and marketing, lodging concierge, casino dealer, tour destination guide, hotel desk clerk, cruise ship employee and dining room supervisor.
- Students may earn credit in field placements at such sites as Disney World, Colette Tours, Massachusetts Information Centers, Newport Historical Society, Six Flags Theme Park, and the New Bedford Whaling Museum.
- All courses are taught by experienced hospitality, tourism, casino or food service industry professionals.

**After BCC**

This program prepares students for entry-level positions in a broad range of tourism and hospitality positions including:

- Tour escorts
- Convention and Visitors Bureau Coordinator
- Hotel Sales and Marketing Manager
- Lodging Concierge
- Casino Dealer or Floor Supervisor
- Tourism Destination Guide
- Hotel Front Desk Clerk or Housekeeping Supervisor
- Cruise Ship Employee
- Dining Room Supervisor

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
<td></td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

**Core Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 220</td>
<td>Group Tour Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 222</td>
<td>Tour Destination Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 223</td>
<td>Convention Sales and Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>HOS 231</td>
<td>Principles of Community Based Tourism</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CUL 160</td>
<td>Introduction to Hospitality Food Services</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HOS 121</td>
<td>Introduction to Travel, Tourism and Hospitality</td>
<td>3</td>
</tr>
<tr>
<td>HOS 140</td>
<td>Introduction to Casino Operations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
<td></td>
</tr>
<tr>
<td>HOS 137</td>
<td>Event Management and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>History Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>HOS 220</td>
<td>Group Tour Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 222</td>
<td>Tour Destination Planning</td>
<td>3</td>
</tr>
<tr>
<td>HOS 224</td>
<td>Hospitality Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>
HOS 223  Convention Sales and Service  3
HOS 231  Principles of Community Based  3
          Tourism
          Science Elective  3-4

MassTransfer Electives and A2B Programs

ENGLISH A2B MASSTRANSFER

MASSTRANSFER ELECTIVES
<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>DEPT</th>
<th>CREDIT</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACCOUNTING</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Accounting I</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Accounting II</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cost Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Managerial Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Auditing</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Analysis of Financial Statements</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>ANTHROPOLOGY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANT</td>
<td>3</td>
<td>BSS</td>
</tr>
<tr>
<td><strong>ARCHITECTURE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to American Architecture</td>
<td>ARC</td>
<td>3</td>
<td>HUM</td>
</tr>
<tr>
<td><strong>ART</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ART</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
<tr>
<td><strong>AMERICAN SIGN LANGUAGE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ASL</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>
ASTRONOMY
All AST SCI

BIOLOGY
All BIO SCI

BUSINESS
Business Ethics BUS 155 3 GEN
Business Law BUS 251 3 GEN
Corporation Finance BUS 253 3 GEN

CAPE VERDEAN CREOLE
All CVC HUM

CHEMISTRY
All CHM except CHM 090

COLLEGE SUCCESS SEMINAR
Career Exploration and Development CSS 103 1 GEN
Technology Tools for College Students CSS 105 3 GEN

COMMUNICATION
All COM HUM

COMPUTER AIDED DRAFTING
Computer Aided Drafting CAD 101 3 GEN
Advanced Computer Aided Design CAD 111 3 GEN
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Drafting &amp; Design</td>
<td>CAD</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Aided Mechanical Design</td>
<td>CAD</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COMPUTER INFORMATION SYSTEMS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Computing Skills</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Business Information Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Hospitality Management Information Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Programming: Logic, Design and Implementation</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Operating Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Internet Developer</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Oracle &amp; SQL</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Programming (COBOL)</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to C++ Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Basic</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Procedural Programming</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced COBOL</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>C++ Object Oriented Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced Visual Basic</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Course Title</td>
<td>Department</td>
<td>Credits</td>
<td>Gen.Ed.</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming II</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Software Specification &amp; Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Computer Systems</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Organization and Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Information Technology Fluency I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Information Technology Fluency II</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Business Creativity</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Electronic Game Development I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Concepts for Game Designers</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Multimedia Development</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar in Desktop Publishing</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cooperative Work Experience</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cooperative Work Experience II</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>All CRJ</td>
<td>GEN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANCE</td>
<td>GEN</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### DEAF STUDIES

All DST HUM

### EARLY CHILDHOOD EDUCATION

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Early Childhood Education</td>
<td>ECE 111</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Observing, Recording, &amp; Analyzing Early Childhood Settings</td>
<td>ECE 112</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Special Needs in Early Childhood</td>
<td>ECE 222</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Play &amp; Early Childhood Curriculum Planning</td>
<td>ECE 260</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>ECE 261</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### ECONOMICS

All ECN BSS

### EDUCATION

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diversity and Multicultural Education</td>
<td>EDU 225</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>EDU 220</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Language Education and Literacy</td>
<td>EDU 150</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### ENGINEERING

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Sustainable and Green Technologies</td>
<td>EGR 102</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Skills for Engineers and Technicians</td>
<td>EGR 103</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>
### Introduction to Robotics
**Course**: EGR 113  
**Units**: 4  
**Department**: SCI

### Computer Configuration and Repair
**Course**: EGR 133  
**Units**: 4  
**Department**: GEN

### Introduction to Environment
**Course**: EGR 141  
**Units**: 3  
**Department**: SCI

### Material Science
**Course**: EGR 172  
**Units**: 4  
**Department**: SCI

### ENGLISH
**Courses**
- All ENG except 090, 091, 092  
**Department**: HUM

### ENGLISH AS A SECOND LANGUAGE
**Courses**
- Advanced English Grammar and Review  
  **Course**: ESL 122  
  **Units**: 3  
  **Department**: GEN
- Advanced English Vocabulary and Reading Skills  
  **Course**: ESL 123  
  **Units**: 3  
  **Department**: GEN
- Advanced English Written Expression  
  **Course**: ESL 124  
  **Units**: 3  
  **Department**: GEN
- Advanced English Conversation  
  **Course**: ESL 125  
  **Units**: 3  
  **Department**: GEN

### FRENCH
**Courses**
- All FRN  
**Department**: HUM

### GEOLOGY
**Course**: Introduction to Physical Geology  
**Course**: GLG 101  
**Units**: 4  
**Department**: SCI

### GOVERNMENT
**Courses**
- All GVT  
**Department**: BSS

### HEALTH
**Courses**
- Personal and Community Health  
  **Course**: HLT 115  
  **Units**: 3  
  **Department**: GEN
## HISTORY

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HST</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## HONORS

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culminating Honors Project</td>
<td>HON</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Honors Seminar on Business &amp; Information Management</td>
<td>HON</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar on Community Leadership</td>
<td>HON</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

## HUMAN SERVICES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Social Welfare</td>
<td>SER</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Methods of Interviewing</td>
<td>SER</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Pre-Internship Planning Workshop</td>
<td>SER</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar I</td>
<td>SER</td>
<td>5</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar II</td>
<td>SER</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

## HUMANITIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HUM</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## MANAGEMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Management</td>
<td>MAN</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

## MARKETING

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Marketing</td>
<td>MAR</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advertising Procedures</td>
<td>MAR</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

## MATHEMATICS
All MTH except MTH 001, 002, 003, 011, 021, 031, 111 (151-General Elective Credit Only)  MTH

MUSIC
All MUS  HUM

OFFICE ADMINISTRATION
Intro to Microsoft Office  OFC  117  3  GEN

PHILOSOPHY
All PHL  HUM

PHYSICS
ALL PHY  SCI

PORTUGUESE
ALL POR  HUM

PSYCHOLOGY
All PSY  BSS

SCIENCE
All SCI except SCI 130, 131 (SCI 125 - General Elective Credit Only)  SCI

SOCIOLOGY
All SOC  BSS

SPANISH
All SPA  HUM

SOCIAL SCIENCE
ALL SSC  BSS
BUSINESS A2B MASSTRANSFER

Degree offered
Associate in Arts in Business Administration Transfer

Credits required 65

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: BT

Program Goals Statement
Students in this program complete the first two years of a baccalaureate program with a solid background in accounting, management, and marketing. Graduates transfer to senior colleges and universities and can take advantage of articulation agreements negotiated with four-year colleges and universities.

Program Information
- The transfer program is designed for students who plan to transfer to a four-year institution to complete their baccalaureate program.
- Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Recommendations
- Take MTH 131, ENG 101, and ACC 101 first to position yourself for the next course sequences.
- Students should take any required developmental courses in their first semester, followed by MTH 131 and ENG 101 during the second semester.

After BCC
- Recent graduates have transferred to Bridgewater State College, Bryant University, Rhode Island College, Roger Williams University, Simmons College, Stonehill College, and the University of Massachusetts.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy

DEGREE REQUIREMENTS

General Courses
CSS 101 College Success Seminar 1
ECN 111 Principles of Economics-Macro 3
ECN 112 Principles of Economics-Micro 3
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
HST 111 The West and the World I 3
HST 112 The West and the World II 3
MTH 131 Elements of College Mathematics 3
MTH 251 Fundamental Business Statistics 3
MTH 252 Statistics for Decision Making 3
PSY 101 General Psychology 3

CSS 101: (or completion of Division 3 First-Year Experience Summer or Intersession orientation or documented First-Year Experience or equivalent)

Choose one of the following
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3

Elective Courses
Lab Science Elective 4
Lab Science Elective 4

Choose courses from Transfer Electives & Elective Recommendations

Program Courses
ACC 101 Principles of Accounting I 4
ACC 102 Principles of Accounting II 4
MAN 101 Principles of Management 3
MAR 101 Principles of Marketing 3

Program Electives
Elective 3
For Business electives, check transfer requirements and choose from BUS 251, BUS 253, BUS 155, CIS 111, CED, or up to 6 credits of any Humanities or Behavioral and Social Science elective from the list of Business Administration transfer electives.

MassTransfer A2B Courses

The Business Administration Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Business A2B Program, complete all the requirements in the Business Administration Transfer Program, including the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACC 257</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 102</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>or Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 251</td>
<td>Fundamental Business Statistics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Science Elective</td>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>or Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 252</td>
<td>Statistics for Decision Making</td>
<td>3</td>
</tr>
</tbody>
</table>

**Degree offered**

Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

**Credits required 73**

Dean

William Berardi, william.berardi@bristolcc.edu

Program contact

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI

Concentration Code: CIX

**Program Goals Statement**

The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

**Program information**

- The first two years of a degree in Computer Science can be done within this option at BCC.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

**Recommendations**

- Students should talk with the Transfer office for information about colleges.

**Elective Recommendations**

- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

**After BCC**

- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC
articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

**General Courses**
- ECN 112 Principles of Economics-Micro 3
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- ENG 215 Technical Writing 3
- MTH 214 Calculus I 4
- MTH 215 Calculus II 4
- MTH 243 Discrete Structures I 3
- MTH 244 Discrete Structures II 3

Choose one of the following
- BIO 121 Fundamentals of Biological Science I 4
- CHM 113 Fundamentals of Chemistry I 4
- PHY 211 General Physics I 4

Choose one of the following
- BIO 122 Fundamentals of Biological Science II 4
- CHM 114 Fundamentals of Chemistry II 4
- PHY 212 General Physics II 4

Choose one two-course sequence
- HST 111 The West and the World I And 3
- HST 112 The West and the World II Or 3
- HST 113 United States History to 1877 And 3
- HST 114 United States History from 1877 3

**Elective Courses**
- Ethical Dimensions Elective 0-3
- Global Awareness Elective 0-3
- Humanities Elective 3
- Multicultural Perspective Elective 0-3

Choose courses from Transfer Electives and Elective Recommendations

**Program Courses**
- CIS 123 Object-Oriented Concepts 3
- CIS 157 Object-Oriented JAVA Programming I 4
- CIS 158 Introduction to Procedural Programming 4
- CIS 257 Object-Oriented JAVA Programming II 4
- CIS 260 Software Specification and Design 4
- CIS 261 Introduction to Computer Systems 4
- CIS 262 Computer Organization and Design 4

**MassTransfer A2B Courses**
The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

**Recommended Course Sequence - Fall Semester 1**
- CIS 123 Object-Oriented Concepts 3
- CIS 157 Object-Oriented JAVA Programming I 4
- ENG 101 Composition I: College Writing 3
- MTH 214 Calculus I 4
- HST 111 The West and the World I Or 3
- HST 113 United States History to 1877 3

**Recommended Course Sequence - Spring Semester 2**
- CIS 257 Object-Oriented JAVA Programming II 4
- ECN 112 Principles of Economics-Micro 3
- ENG 102 Composition II: Writing about Literature 3
- MTH 215 Calculus II 4
- HST 112 The West and the World II Or 3
- HST 114 United States History from 1877 3

**Recommended Course Sequence - Fall Semester 3**
- CIS 158 Introduction to Procedural Programming 4
- CIS 261 Introduction to Computer Systems 4
- ENG 215 Technical Writing 3
- MTH 243 Discrete Structures I 3
- BIO 121 Fundamentals of Biological Science I Or 4
- CHM 113 Fundamentals of Chemistry I Or 4
- PHY 211 General Physics I 4

**Recommended Course Sequence - Spring Semester 4**
- CIS 260 Software Specification and Design 4
- CIS 262 Computer Organization and Design 4
- MTH 244 Discrete Structures II 3
- CHM 114 Fundamentals of Chemistry II Or 4
- PHY 212 General Physics II 4
EARLY CHILDHOOD LICENSURE

Degree offered
Associate in Science in Early Childhood Education

Credits required 60/61

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

Program Goals Statement
The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

Program Information
• ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.
• Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school.

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.
• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses
EDU 101 College Success Seminar for Education 1

Elective Courses
Biology Elective 3-4
Elective 3
Elective 3
Humanities Elective 3

MassTransfer A2B Courses
The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Fall Semester 1
EDU 101 College Success Seminar for Education 1
ECE 111 Introduction to Early Childhood Education 3
ENG 101 Composition I: College Writing 3
HST 111 The West and the World I 3

Program Courses
ECE 111 Introduction to Early Childhood Education 3
ECE 112 Observing, Recording, and Analyzing Early Childhood Settings 3
ECE 222 Special Needs in Early Childhood 3
ECE 260 Play and Early Childhood Curriculum Planning 3
ECE 261 Early Childhood Licensure Teaching Practicum 5
MTH 127  Mathematics for Elementary School Teachers I  3
PSY 101  General Psychology  3

**Recommended Course Sequence - Spring Semester 2**

ECE 112  Observing, Recording, and Analyzing Early Childhood Settings  3
ENG 102  Composition II: Writing about Literature  3
MTH 128  Mathematics for Elementary School Teachers II  3
PSY 252  Child Development  3
SCI 113  Physical Science  4

**Recommended Course Sequence - Fall Semester 3**

BIO 110  Biology of Human Reproduction  3
Or
BIO 117  Physiology of Wellness  3
Or
BIO 220  Introduction to Nutrition  3
ECE 222  Special Needs in Early Childhood  3
ECE 260  Play and Early Childhood Curriculum Planning
Humansities Elective  3
Elective  3
Elective  3

**Recommended Course Sequence - Spring Semester 4**

Elective  3
Elective  3
ECE 261  Early Childhood Licensure Teaching Practicum  5
HST 113  United States History to 1877  3
SSC 101  Introduction to Geography  3

Special Requirements for the Program

**Health Requirements**

- Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

**Criminal Record Check**

- Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

**Fieldwork**

- During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

- Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

- Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

---

**ENGLISH A2B MASSTRANSFER**

**English A2B Transfer Courses**

**Contact**

Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

**REQUIREMENTS**

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

- ENG 251  World Literature I  3
  Or
- ENG 252  World Literature II  3
- ENG 253  English Literature I  3
  Or
- ENG 254  English Literature II  3
ENG 255  American Literature Precolonial to 1865  3
Or
ENG 256  American Literature Post Civil War to Present  3

SOCIETY A2B MASSTRANSFER

Contact
Colleen Avedikian, Coordinator of Liberal Arts & Sciences/Behavioral and Social Sciences Transfer and Professor of Sociology, colleen.avedikian@bristolcc.edu

Sociology is the scientific study of society, including patterns of social relationships, social interaction, and culture. It is a social science that uses various methods of empirical investigation and critical analysis to develop a body of knowledge about social order, acceptance, and change. Graduates of Bachelor’s Degree programs are well-equipped with the tools needed to make sense of the shifting social world and contribute solutions to difficult social problems in careers in Business, Higher Education, Law, Publishing, Teaching and Community, Health & Social Services.

Sociology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Sociology A2B Program, students should complete the requirements for the Behavioral and Social Sciences including the following required Courses:

SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 251  Marriage and the Family  3
SOC 256  Race Relations  3

Office Administration

OFFICE ADMINISTRATION/EXECUTIVE ADMINISTRATIVE ASSISTANT CAREER

Degree offered
Associate in Science in Office Administration (Executive Administrative Assistant)

Credits required 63/64

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu

Program Code: OF
Concentration Code: OFA

Program Goals Statement
This program prepares students for careers as office professionals in a variety of businesses such as government offices, manufacturing firms, insurance companies, retail, real estate, corporate offices, banks, and educational institutions. The executive administrative assistant combines organizational and people skills with an expertise in information processing and office technology.

Related Programs
- Administrative Assistant Certificate, Office Support Certificate, Office Technology Management Certificate

Program Information
- Transfer credit for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- Students wishing to receive PEL credit for an OFC course must follow the PEL procedures provided in the Academic Information section of this catalog. The student must initiate the process with the Office Administration department chair.
- OFC 102 (p. 575) or a demonstrated keyboarding speed of 20 wpm based on a three-minute timing administered by the Office Administration department chair is a prerequisite for OFC 113 (p. 575) and OFC 117 (p. 575).

Recommendations
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210.
which places students in office positions related to their academic program.

- Take any developmental courses needed prior to enrolling in ENG 101 (p. 546).

**After BCC**

- Students have gone on to become administrative assistants and office managers in all types of offices and corporations.
- Graduates have gone on to become teachers in the field.
- This program is designed for students who plan to enter the workforce immediately.

**Infused General Education Competencies**

First-Year Experience

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

- Elective - Science 3-4

See General Education Competency Courses - Scientific Reasoning and Discovery (p. 486) for course listings

**Program-Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 268</td>
<td>Media and Technology Tools</td>
<td>4</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFC 268</td>
<td>Media and Technology Tools</td>
<td>4</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

**Division of Health Sciences**

**CLINICAL LABORATORY SCIENCE**

**Degree offered**

Associate in Science in Clinical Laboratory Science

**Credits required 70**

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact

Debra St. George, Department Chair and Associate Professor of Clinical Laboratory Science, debra.stgeorge@bristolcc.edu

Program Code: CS

**Program Goal Statement**
Students completing the Clinical Laboratory Science (CLS) program curriculum are prepared to work in a modern clinical laboratory performing a wide range of laboratory procedures used in the detection, diagnosis, and treatment of disease and health maintenance. They develop academic and technical competence in the major areas of clinical laboratory practice—hematology, clinical chemistry, medical microbiology, and immunohematology.

Application review begins February 1.

Program Information

- Students develop academic knowledge, clinical skills, and professional behavior through classroom, lab, and clinical experiences.
- Clinical Laboratory Science program courses (MED) are offered during the day.
- Phlebotomy is a required component of the Clinical Laboratory Science program.
- Once enrolled in the Clinical Laboratory Science program, students are required to complete all courses in the required sequence of instruction in order to integrate theoretical and clinical education.
- Students may substitute BIO 233 and BIO 234 for BIO 154.

Program Benchmarks

- The BCC CLS three year average American Society for Clinical Pathology - Board of Certification (ASCP-BOC) certification pass rate is 100%.
- The three year average graduation rate for students who began the final half of the program is 100%.
- The three year average placement rate is 100%.

Program Accreditation

- The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 North River Road, Suite 720, Rosemont, IL 60018. Telephone 773-714-8800.
- Graduates are eligible to take the national certification examination offered by the American Society of Clinical Pathology Board of Certification (ASCP-BOC). The granting of the degree is not contingent upon passing an external certification or licensure examination.

Prior To Admission

- To be most successful, applicants must have completed math through high school algebra II, and high school level biology, and chemistry. (These courses may be taken at BCC before admission to the program.) Technological literacy is also important.
- Students are advised to complete two to four of the required general education courses, such as ENG 101, ENG 102, History awareness elective, PSY 101, MTH 119, and Humanities elective prior to program admission.
- Students must attend one mandatory health science admissions information session.

After BCC

- Many clinical laboratory technicians work in hospital laboratories; however, career opportunities are available in physician’s offices, HMOs, biotechnology, veterinary clinics and reference, industrial, environmental, and military laboratories. The CLS degree provides a foundation that allows graduates to pursue medical education, sales, and computer careers. Many graduates pursue advanced degrees in Medical Laboratory Science and other medical fields.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.
- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.Bristolcc.edu/transfer

Infused General Education Competencies

Ethical Dimensions, First-Year Experience, Multicultural Perspective, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 154</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 116</td>
<td>Health Science Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

See General Education Competency Courses (p. 485) for course listings
- Historic Awareness Elective 3
- Humanities Elective 3

Program Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED 101</td>
<td>Introduction to Clinical Laboratory Science</td>
<td>3</td>
</tr>
<tr>
<td>MED 102</td>
<td>Urinalysis</td>
<td>3</td>
</tr>
<tr>
<td>MED 200</td>
<td>Hematology</td>
<td>5</td>
</tr>
<tr>
<td>MED 205</td>
<td>Immunology - Serology</td>
<td>4</td>
</tr>
</tbody>
</table>
PROGRAMS OF STUDY - BY AREA OF STUDY

MED 206  Medical Microbiology I  6
MED 215  Immunohematology  5
MED 216  Medical Microbiology II  4
MED 217  Clinical Biochemistry  6

Required Course Sequence - Fall Semester 1
MED 101  Introduction to Clinical Laboratory Science  3
CHM 115  Health Science Chemistry I  4
BIO 154  Human Physiology  4
MTH 119  Fundamental Statistics  3
ENG 101  Composition I: College Writing  3
                      Historic Awareness Elective  3

Required Course Sequence - Spring Semester 2
MED 102  Urinalysis  3
CHM 116  Health Science Chemistry II  4
BIO 239  Elements of Microbiology  4
ENG 102  Composition II: Writing about Literature  3
PSY 101  General Psychology  3
                      Humanities Elective  3

Required Course Sequence - Fall Semester 3
MED 205  Immunology - Serology  4
MED 206  Medical Microbiology I  6
MED 200  Hematology  5

Required Course Sequence - Spring Semester 4
MED 215  Immunohematology  5
MED 216  Medical Microbiology II  4
MED 217  Clinical Biochemistry  6

Special Requirements of the Program

Admission Requirements

The Clinical Laboratory Science program is a competitive program with selective admission requirements. A limited number of students are admitted. Meeting minimal requirements does not guarantee admission. Successful candidates have excelled in high school and/or college science and math courses.

Applicants must have completed the following criteria (all coursework with a grade of "C" or greater) to be considered for admission to the Clinical Laboratory Science Program. Pre-admission courses must completed prior to admission.

- High School Algebra II or college level Algebra
- Chemistry with laboratory (high school or college)
- Biology with laboratory (high school or college)
- Applicants applying directly from high school must demonstrate a GPA of 2.7 or higher.
- A GPA of 2.7 or higher is also required in the aforementioned pre-admission courses.

Applicants having earned a state-approved high school equivalency credential may alternatively meet these pre-admission criteria by earning a minimum of grade point average of 2.7 in the aforementioned pre-admission courses.

Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

Students are required to attend a Health Science Information Session.

Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. TB testing is required each year. Students must carry personal health insurance, professional liability insurance, and have current CPR certification (by the American Heart Association, Basic Life Support for Healthcare Providers (Basic Life Support for Healthcare Providers) or the American Red Cross (CPR/AED for Professional Rescuers and Healthcare Providers). Certification must be active through your last semester at Bristol Community College.

Upon admission to the CLS Program, all students must undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check, and a drug screen performed by a facility under contract with Bristol Community College. The fee for drug screening is paid by the student. A positive CORI, SORI and/or drug screen may prevent students from working in contracted health facilities, which will prevent students from completing the program objectives. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.
Please be advised that although Massachusetts law permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

**Additional Costs**

Students accepted into the program are responsible for associated costs such as uniforms, books, name tags, safety supplies, transportation to and from clinical assignments, drug screen and certification exam application fees.

**Grade Requirements**

A minimum of “C” is required for BIO 154, BIO 239, CHM 115, CHM 116, and MTH 119 to provide the necessary foundation for MED courses. Students must pass all components of the MED courses (lecture and laboratory on campus and clinical practicum at the affiliate agency) with a minimum grade of “C.” Students who do not achieve the minimum grade of “C” in the on campus lecture and laboratory components will not be allowed to progress to the clinical practicum.

Students who fail to attain a grade of “C” in each of the MED course components (lecture and laboratory on campus and clinical practicum at the affiliate agency) will receive a course grade no higher than a “D.”

A student who fails to attain a minimum grade of “C” in the clinical practicum will receive a course grade no higher than a “D”.

A student who is dismissed from the clinical practicum or receives an unsatisfactory clinical grade due to unprofessional behavior will receive a course grade no higher than a “D”.

A student who receives an unsatisfactory clinical grade due to negligent or unsafe practice will receive a final course grade of "F".

Failure to achieve the required grade in MED courses may result in dismissal from the program.

Students are eligible to reapply to the program one time only through the Admissions Office.

**Clinical Affiliations**

Placement in a clinical practicum is a full-time commitment and students should limit outside work obligations.

Transportation to clinical practicum sites is the responsibility of the students. Students should be prepared to travel an hour or more from campus. The availability of clinical practicums depends on the area healthcare providers’ ability to accept students.

In some cases, practicums may be completed beyond the semester schedule. All related practicums must be completed within six months of completing the lecture/laboratory component of MED course. Students who exceed this time limit must demonstrate that they have maintained competency prior to placement.

**Essential Functions**

The Clinical Laboratory Science program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional Clinical Laboratory Technician.

In order to meet the course requirements, students must possess the following basic abilities:

- Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.

- Physical ability, sufficient mobility, and motor coordination to safely collect and process patient specimens and perform laboratory testing procedures using a microscope, computer and various types of diagnostic instruments.

- Visual acuity sufficient to read and interpret test procedures, physician orders and test results, monitor instrument function, focus a microscope and differentiate colors.

- Hearing ability sufficient to respond to messages and requests from instructors, patients, physicians, and staff and to respond to equipment signals.

- Communication skills sufficient to allow for communication with instructors, staff, patients and physicians.

- Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians; respect patient confidentiality; use reasonable judgment; and accept responsibility for their actions.

**DENTAL HYGIENE CAREER**

**Degree offered**

Associate in Science in Dental Hygiene

**Credits required 82**

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact

April Lavoie, Department Chair and Assistant Professor of Dental Hygiene, april.lavoie@bristolcc.edu
Program Code: DH

Program Goal Statement
The Dental Hygiene program prepares graduates to competently begin professional dental hygiene practice. Upon graduation, practice settings include private dental offices, school and public health departments, and research facilities. Students receive a thorough foundation in general sciences and in dental hygiene science. Students have the opportunity to develop the necessary knowledge, clinical skills, and judgment in the on-campus dental hygiene clinic.

Program Information
- Applicants with completed applications meeting minimum criteria submitted by February 1 will be given priority consideration for admission. http://www.bristolcc.edu/getstartedatbcc/applytobcc/
- The Admissions Office reviews each applicant based on the stated criteria for preadmission requirements.
- A candidate list is ranked with the top twenty candidates that have met the preadmission requirements with the highest GPA.
- The Admissions Office notifies the top twenty candidates of their acceptance into the Program. These candidates have until May 1st to confirm their acceptance into the Program.
- Some courses in this program are only offered during the day. Students planning to transfer into this program should seek advice from the program director on which courses to take.
- Once enrolled in the Dental Hygiene program, students are required to complete all courses in the four semesters of instruction in required sequence and without interruption in order to integrate theoretical and clinical education and to graduate.

Program Accreditation
- The program in Dental Hygiene is accredited by the Commission on Dental Accreditation of the American Dental Association, which is a specialized accrediting body recognized by the Council on Post Secondary Accreditation and by the U.S. Department of Education. Graduates take the National Board Dental Hygiene Examination and the CDCA/ADEX/North East Regional Clinical Board Examination.
- For 2015, the BCC pass rate for the National Board (required for licensure in Massachusetts) is 100%, and the Northeast Regional Board of Dental Hygiene is 100%.

After BCC
- Graduates have worked as registered dental hygienists in general and specialty facilities and as dental hygiene educators, consultants, dental sales representatives, and public and community health coordinators.

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

Pre-admission Requirements
BIO 233, ENG 101 (or HIGHER), a 4-credit general college chemistry with a laboratory component with a grade of B- or better, and High School Algebra I (or a higher level mathematics in high school or college)

General Courses
- BIO 220 Introduction to Nutrition 3
- BIO 233 Human Anatomy and Physiology I 4
- BIO 234 Human Anatomy and Physiology II 4
- BIO 239 Elements of Microbiology 4
- COM 101 Fundamentals of Public Speaking 3
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- MTH 119 Fundamental Statistics 3
- PSY 101 General Psychology 3

A 4 credit general college chemistry with a laboratory component is required

Elective Courses – Choose one Global Awareness course
- SOC 101 Principles of Sociology 3
- SOC 212 The Sociology of Social Problems 3
- SOC 252 The Sociology of Human Relations 3

Elective Courses
- Historic Awareness Elective 3

See General Education Competency/Historic Awareness (p. 487) for course listings

Program Courses
- DHG 111 Dental Anatomy 1
- DHG 112 Oral Histology and Embryology 2
- DHG 113 Orientation to Clinical Dental Hygiene 5
- DHG 119 Head and Neck Anatomy 2
- DHG 120 Dental Hygiene Theory II 2
- DHG 122 Clinical Dental Hygiene II 2
- DHG 124 Oral Radiography 3
- DHG 126 Periodontology 3
- DHG 128 Pharmacology for Dental Hygienists 1
- DHG 230 Local Anesthesia for the Dental Hygienist 2
- DHG 231 Dental Hygiene Theory III 2
- DHG 233 Clinical Dental Hygiene III 4
- DHG 235 General and Oral Pathology 2
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHG 237</td>
<td>Dental Materials</td>
<td>3</td>
</tr>
<tr>
<td>DHG 240</td>
<td>Dental Hygiene Theory IV</td>
<td>2</td>
</tr>
<tr>
<td>DHG 242</td>
<td>Clinical Dental Hygiene IV</td>
<td>4</td>
</tr>
<tr>
<td>DHG 244</td>
<td>Oral Health in the Community</td>
<td>2</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>DHG 111</td>
<td>Dental Anatomy</td>
<td>1</td>
</tr>
<tr>
<td>DHG 113</td>
<td>Orientation to Clinical Dental Hygiene</td>
<td>5</td>
</tr>
<tr>
<td>DHG 119</td>
<td>Head and Neck Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>DHG 124</td>
<td>Oral Radiography</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHG 120</td>
<td>Dental Hygiene Theory II</td>
<td>2</td>
</tr>
<tr>
<td>DHG 122</td>
<td>Clinical Dental Hygiene II</td>
<td>2</td>
</tr>
<tr>
<td>DHG 112</td>
<td>Oral Histology and Embryology</td>
<td>2</td>
</tr>
<tr>
<td>DHG 126</td>
<td>Periodontology</td>
<td>3</td>
</tr>
<tr>
<td>DHG 128</td>
<td>Pharmacology for Dental Hygienists</td>
<td>1</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>DHG 230</td>
<td>Local Anesthesia for the Dental Hygienist</td>
<td>2</td>
</tr>
<tr>
<td>DHG 231</td>
<td>Dental Hygiene Theory III</td>
<td>2</td>
</tr>
<tr>
<td>DHG 233</td>
<td>Clinical Dental Hygiene III</td>
<td>4</td>
</tr>
<tr>
<td>DHG 235</td>
<td>General and Oral Pathology</td>
<td>2</td>
</tr>
<tr>
<td>DHG 237</td>
<td>Dental Materials</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHG 240</td>
<td>Dental Hygiene Theory IV</td>
<td>2</td>
</tr>
<tr>
<td>DHG 242</td>
<td>Clinical Dental Hygiene IV</td>
<td>4</td>
</tr>
<tr>
<td>DHG 244</td>
<td>Oral Health in the Community</td>
<td>2</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Historic Awareness Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Special Requirements for the Program**

**Admission to the Dental Hygiene Program**

The Dental Hygiene program is a competitive program with selective admission requirements. A limited number of students are admitted to the Dental Hygiene Program.

Students applying to BCC with a state-approved high school equivalency credential rather than with a high school diploma will need to take the required pre-admission courses before being considered for admission to the program. See [Minimum Requirements for Admission to the Program](http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions).

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Dental Hygiene program. Final selection will be based on the applicant pool and space available. Many students find that taking general and elective courses before entering the program allows for full focus on the challenging Dental Hygiene curriculum.

**Minimum Requirements for Admission to the Program are as Follows**

- High school Algebra I (or a higher level mathematics in high school or college) with a grade of B- or greater
- A 4-credit general college Chemistry with a laboratory component with a grade of B- or greater
- BIO 233 (equivalent to college Anatomy and Physiology I) with a grade of B- or greater
- ENG 101 (equivalent to English Composition I or a higher level college English) with a grade of B- or greater
- Applicants must have a grade point average (GPA) of 3.0+ in the aforementioned pre-admission courses
- Applicants must achieve a **total composite score of 50% or higher on the ATI TEAS Exam**. For more detailed TEAS information, please visit our web site at [http://www.bristolcc.edu/getstartedatbcc/testingcenter/teas/](http://www.bristolcc.edu/getstartedatbcc/testingcenter/teas/)
- Attend one mandatory health science information session: [http://www.bristolcc.edu/getstartedatbcc/admissions/healthsciencesadmissionrequirements/healthscienceinformationsessions/](http://www.bristolcc.edu/getstartedatbcc/admissions/healthsciencesadmissionrequirements/healthscienceinformationsessions/) (seating is limited.)
- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail ([http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions](http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions)). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

**Additional Requirements**

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required each year. Health insurance is required. Additional laboratory tests, including drug screening, are required by clinical agencies. A ten-panel random drug
screen is required upon entrance, yearly, and/or randomly. The fee is paid by the student.

Upon admission to the Dental Hygiene program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent students from working in contracted health facilities and onsite dental hygiene clinic, which will prevent students from completing the program objectives.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

All students must be CPR certified by the American Heart Association (Basic Life Support for Health Care Providers). Students must present evidence of certification before beginning DHG 122 and must maintain certification until the completion of DHG 242.

Additional Costs
Students must carry professional liability insurance and provide their own transportation to off-campus clinical assignments. They are responsible for purchasing instruments, disposables, and uniforms, and paying CPR and Board application fees.

Grade Requirements
A grade of “C” or better must be attained in each clinical course and all other DHG courses.

Essential Functions
- Communicate clearly and effectively through speech and writing in English with patients, faculty, staff and peers.
- Physical ability, sufficient mobility and motor coordination to safely provide patient care and to meet the needs of various patient populations.
- Cognitive ability to learn and apply skills necessary to meet curriculum (including clinical) requirements to attain entry-level status into the profession.
- Sufficient visual acuity, with or without correction, to safely provide patient care.

Emotional stability sufficient to interact professionally with patients, faculty, staff, and peers; respect patient confidentiality; use reasonable judgment; accept responsibility for actions.

Risks of Exposure to Infectious Disease
As in any health care environment, students in the Dental Hygiene Program may have risks of exposure to infectious diseases. The Dental Hygiene Program adheres to all state and federal regulations to reduce the risk of health care associated infections. Individuals who disclose the presence of blood-borne infectious diseases will be shown the same consideration as non-infected individuals and will be offered reasonable accommodations. Information regarding health status of an individual is considered confidential and protected by the Family Education Rights and Privacy Act of 1974.

HEALTH INFORMATION MANAGEMENT

Degree offered
Associate in Science in Health Information Management

Credits required 70
Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lynne Brodeur, Dean of Health Sciences, lynne.brodeur@bristolcc.edu

Program Code: HC

Program Goal Statement
The goal of the Health Information Management Program is to prepare competent entry-level Health Information Technicians eligible to take the national certification exam to become credentialed as Registered Health Information Technicians (RHIT). Graduates are prepared for employment in a variety of healthcare facilities such as physician offices, hospitals, long term care or rehabilitation facilities, clinics and vendors.

Applicants with completed applications meeting minimum criteria by Feb. 1 will be given priority consideration for admission.

Pre-Admission Requirements
• English (high school or college) with a minimum grade of B.
• Algebra I (high school or college) OR HIGHER with a minimum grade of B.
• Chemistry with a lab or Biology with a lab (high school or college) with a minimum grade of B or higher.
• Students must complete the math and science courses required for admission and program degree completion within 5 years of priority application deadline to the program.
• Exemption: Graduates having earned a Medical Coding Certificate from a regionally accredited institution within the last 5 years.
• Applicants must have a grade point average (GPA) of 3.0 or higher in the aforementioned pre-admission courses.
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Program Information
• The Health Information Management Program prepares students to become Registered Health Information Technicians. Employment prospects for graduates are excellent. The Bristol Community College program is accredited by the Commission on Accreditation Health Information and Information Management.

Program Accreditation
• The Health Information Management Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Program graduates are eligible to apply to sit for the National Qualifying Examination for Certification as a Registered Health Information Technician.
• The 2013-2014 Graduate Satisfaction Rate and Employer Satisfaction Rate was 100%.

After BCC
• Graduates have worked in such positions as Health Information Management Department Managers, Supervisors, Medical Coding and Reimbursement Specialists and Coding Validators, Health Information Technicians, Electronic Medical Record Project Managers, and Data Integrity/Quality Specialists.

Infused General Education Competencies
Multicultural Perspective

<table>
<thead>
<tr>
<th>DEGREE REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Courses</strong></td>
</tr>
<tr>
<td>CSS 101: College Success Seminar: 1</td>
</tr>
<tr>
<td>BIO 115: Survey of Human Anatomy and Physiology: 4</td>
</tr>
<tr>
<td>CIS 150: Oracle and SQL: 3</td>
</tr>
<tr>
<td>COM 160: Intercultural Communication: 3</td>
</tr>
<tr>
<td>ENG 101: Composition I: College Writing: 3</td>
</tr>
<tr>
<td>ENG 102: Composition II: Writing about Literature: 3</td>
</tr>
<tr>
<td>GVT 111: U.S. Government: 3</td>
</tr>
<tr>
<td>HLT 106: Medical Language: 3</td>
</tr>
<tr>
<td>MAN 101: Principles of Management: 3</td>
</tr>
<tr>
<td>MTH 119: Fundamental Statistics: 3</td>
</tr>
<tr>
<td>SOC 101: Principles of Sociology: 3</td>
</tr>
<tr>
<td><strong>Program Courses</strong></td>
</tr>
<tr>
<td>HCI 111: Introduction to Healthcare Information Management: 3</td>
</tr>
<tr>
<td>HCI 120: Healthcare Statistics: 1</td>
</tr>
<tr>
<td>HCI 122: Medical Law and Ethics: 3</td>
</tr>
<tr>
<td>HCI 140: International Classifications of Disease CM/PCS: 2</td>
</tr>
<tr>
<td>HCI 211: Healthcare Delivery Systems and Reimbursement: 2</td>
</tr>
<tr>
<td>HCI 215: Healthcare Quality Management: 1</td>
</tr>
<tr>
<td>HCI 217: Health Information Systems: 3</td>
</tr>
<tr>
<td>HCI 219: Health Information Security: 3</td>
</tr>
<tr>
<td>HCI 237: Human Disease Processes and Procedures: 3</td>
</tr>
<tr>
<td>HCI 249: Advanced Medical Coding: 3</td>
</tr>
<tr>
<td>HCI 262: HIM Management: 3</td>
</tr>
<tr>
<td>HCI 264: Healthcare Data Analysis: 3</td>
</tr>
<tr>
<td>HCI 266: RHIT Exam Preparation: 1</td>
</tr>
</tbody>
</table>
### Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Oracle and SQL</td>
<td>3</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HCI 120</td>
<td>Healthcare Statistics</td>
<td>1</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
<tr>
<td>HCI 215</td>
<td>Healthcare Quality Management</td>
<td>1</td>
</tr>
<tr>
<td>HCI 217</td>
<td>Health Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HCI 219</td>
<td>Health Information Security</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>HCI 262</td>
<td>HIM Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 264</td>
<td>Healthcare Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>HLT 124</td>
<td>Basic Pharmacology for Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
<td>3</td>
</tr>
<tr>
<td>HCI 266</td>
<td>RHIT Exam Preparation</td>
<td>1</td>
</tr>
<tr>
<td>HCI 268</td>
<td>HIM Professional Practice Experience (PPE)</td>
<td>3</td>
</tr>
</tbody>
</table>

### Additional Requirements and Costs

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required each year. Health Insurance is required. Students are responsible for associated costs such as textbooks, lab supplies, professional liability insurance, and must carry personal health insurance throughout enrollment in the program. Students must provide their own transportation to clinical assignments.

Transportation to Professional Practice Experience (PPE) sites is the student’s responsibility. Students should be prepared to travel an hour or more from campus. Students are advised to decrease outside work obligations during PPE placement. The availability of PPE sites depends on the ability of healthcare providers to accept students. Contracted healthcare sites may have additional requirements.

### Criminal Offender Record Information and Sex Offender Registry Information Checks

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A CORI will be required for each PPE site in addition to the CORI upon admission. A positive CORI/SORI check may prevent individuals from working in contracted health facilities, which could prevent students from completing the program objectives.

### Essential Functions in the Health Information Management Program

Graduates from the Health Information Management program are required to possess the following abilities:

- Visual acuity sufficient to read and analyze materials contained in medical records in paper and computer-generated formats.
- Manual dexterity sufficient to access and work with records stored in filing and computer systems.
- Emotional stability sufficient to maintain record completion and HIPAA standards of the profession to demonstrate good judgment and effective conflict resolutions, as well as to demonstrate ethical behavior and assume responsibility for themselves and their actions.
• Mobility sufficient to allow access to areas within the healthcare facility in which healthcare information is generated, stored, and analyzed.
• Communication skills sufficient to allow for communication with fellow healthcare information staff and professionals, healthcare facility staff and providers, clients of the facility and their families, and individuals from outside of the facility who seek information regarding clients.
• Sufficient hearing skills to successfully interact with all team members.

Grade Requirements

Students must receive a minimum grade of “C” in all required Health Information Management courses (HCI), ENG 101, HLT 106, HLT 124, BIO 115 and MTH 119. Failure to earn a “C” or better in required courses will require a repeat of that course. Application for readmission (allowed once only) is dependent upon available space. Students must successfully complete all required coursework, program objectives, Professional Practice Experiences (PPEs), and competencies to graduate.

NURSING CAREER

Degree offered
Associate in Science in Nursing

Credits required 71

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Stephen Alves, Department Chair for Nursing and Assistant Professor, stephen.alves@bristolcc.edu

Program Code: NC

Program Goal Statement

This program prepares students for practice as entry-level staff nurses in a variety of healthcare settings. Students learn to apply the nursing process to assist patients in maintaining or regaining homeostasis when threatened with common health problems. Graduates take the National Council Licensure Examination for licensing as a Registered Nurse.

Program Accreditation

Approved by the Massachusetts Board of Registration in Nursing, 239 Causeway Street, Suite 500, 5th Floor, Boston, MA, 02114.

Accredited by the Accreditation Commission for Education in Nursing, Inc. (formerly NLNAC), 3343 Peachtree Road NE, Suite 850, Atlanta, GA, 30326; 404-975-5000.

Program Outcomes

Annual BCC Nursing program 3 year Mean Pass Rate: 89%
Annual National 3 year Mean Pass Rate: 85%
Nursing Program completion rate 2017: 78%
Nursing job placement rate 2017: 94% (n=16)

Applicants with completed applications meeting minimum criteria by January 5 will be given priority consideration for admission.

Program Information

• One program with 2 curriculum delivery options:
  • Traditional - face to face classroom learning.
  • EHealth - a hybrid model with online classroom learning.
  • Both options include clinical assignments at a variety of healthcare settings in Southeastern Massachusetts and Rhode Island. Clinical hours may include day, evenings or weekends.
• Computer technology is integrated into Nursing courses. Computer access is required and available at both campuses.
• Students must achieve a minimum “C+” (77) in all nursing courses in order to remain in the program and graduate. Students must pass all co-requisites and electives to remain in the program and graduate.

After BCC

• Graduates take the National Council Licensure Examination for Licensing as a Registered Nurse (NCLEX-RN).
• Graduates have secured a variety of positions in healthcare settings.
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer to the College. Many graduates transfer to complete the baccalaureate degree. Graduates have transferred to UMass Dartmouth, Fitchburg State, UMass Boston, Framingham State, and Laboure College.
• For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Ethical Dimensions, Multicultural Perspective, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses
- BIO 233 Human Anatomy and Physiology I 4
- BIO 234 Human Anatomy and Physiology II 4
- BIO 239 Elements of Microbiology 4
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3
- PSY 101 General Psychology 3
- PSY 252 Child Development 3

Choose one of the following
- HST 111 The West and the World I 3
- HST 112 The West and the World II 3

Elective Courses
- Humanities Elective 3
- Quantitative and Symbolic Reasoning Elective 3-4

Humanities: Select a course that meets the Humanities competency

See General Education Competency Courses (p. 485) for course listings

Program Courses
- NUR 100 Introduction to Professional Nursing 1
- NUR 101 Fundamentals of Nursing 8
- NUR 102 Parent-Child Health Nursing 8
- NUR 201 Nursing Care of the Adult I 9
- NUR 202 Nursing Care of the Adult II 9
- NUR 203 Trends in Nursing 1

Preadmission
- BIO 233 Human Anatomy and Physiology I 4
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- PSY 101 General Psychology 3
  High School Chemistry, Algebra

Required Course Sequence - Fall Semester 1
- NUR 100 Fundamentals of Nursing 8
- NUR 100 Introduction to Professional Nursing 1
- ENG 102 Composition II: Writing about Literature 3
  Quan/Sym Reasoning Elective 3

Required Course Sequence - Spring Semester 2
- NUR 102 Parent-Child Health Nursing 8
- PSY 252 Child Development 3
- BIO 234 Human Anatomy and Physiology II 4

Required Course Sequence - Fall Semester 3
- NUR 201 Nursing Care of the Adult 3
- BIO 239 Elements of Microbiology 4
- HST 111 The West and the World I 3
  Or
- HST 112 The West and the World II 3

Required Course Sequence - Spring Semester 4
- NUR 202 Nursing Care of the Adult II 9
- NUR 203 Trends in Nursing 1
  Humanities Elective 3

General Admission/Nursing

The Nursing Program is a competitive program with selective admission requirements. A limited number of students are admitted to the Nursing program. The college catalog describes the minimum requirements for admission to the program as follows:

Completed applications received by January 5 will be considered in the initial admissions review. Applications received after this date will be considered if spaces have not been filled.

Applicants must have completed the following criteria (all coursework with a grade of B- or greater) to be considered for admission to the Nursing program:

- High school diploma or a state-approved high school equivalency credential
- High school Algebra I, equivalent or higher
- High school Chemistry with lab, equivalent or higher
- BIO 233 (Anatomy & Physiology I) or equivalent
- ENG 101 (English Composition I), ENG 102 or degree in the discipline
- PSY 101 (General Psychology) or higher
- CSS 101 College Success Seminar
- Applicants must have a grade point average (GPA) of 3.2 or higher in the aforementioned pre-admission courses. Priority will be given to qualified applicants with a GPA of 3.5 or higher
- Applicants must achieve a total composite score of 50% or higher on the ATI TEAS Exam. For more detailed TEAS information, please visit our web site at http://www.bristolcc.edu/getstartedatbristol/testingcenter/teas/
- Students must complete all math and science courses required for admission within 5 years of priority application deadline to the program
- Attend one mandatory health science information session (seating is limited) http://www.bristolcc.edu/getstartedatbccc/admissions/healthsciencesadmissionrequirements/healthsciencenformationsessions/
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Students applying to BCC with a state approved high school equivalency credential rather than with a high school diploma will need to take the required courses (listed above) at BCC.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Nursing program.

SPECIAL REQUIREMENTS FOR THE PROGRAM

Requirements Upon Admission

As a prerequisite for a clinical placement in the Nursing program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A ten-panel random drug screen is required upon entrance, yearly, and/or randomly. The fee is paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A ten-panel random drug screen is required upon entrance, yearly, and/or randomly. The fee is paid by the student.

All students must be Basic Life Support (BLS) certified by the American Heart Association (Basic Life Support for Health Care Providers). All students upon entry to the program must show evidence of CPR certification which is valid through the completion of the program.

Additional Costs

Students are responsible for the cost of uniforms, professional liability insurance, standardized achievement testing, their graduate nursing pin, and the National Council Licensure Examination for Registered Nurses. Students must carry health insurance throughout their enrollment in the program.

Licensing Information

To be eligible for licensure in Massachusetts, graduates must complete all program requirements for graduation, present satisfactory evidence of “good moral character” as defined by the Board of Registration in Nursing, and pay the required licensure fees. Eligibility for licensure is decided by the Massachusetts Board of Registration in Nursing.

http://www.mass.gov/eohhs/gov/departments/dph/programs/hcq/dhp/nursing/education/faculty-resources/

Functional Abilities Essential for Nursing Practice

Students enrolled in the nursing program should be prepared to meet the standards established by the following physical and mental criteria:

Nursing is a practice discipline, with cognitive, sensory, affective, and psychomotor performance requirements. The functional eligibility requirements for participation in the nursing program are essential for the delivery of optimal and safe patient care and are consistent with the Massachusetts 244 CMR 3.02 Nurse Practice Act found at http://www.mass.gov/eohhs/docs/dph/regs/244cmr003.pdf.

Criterion: Analytical and Critical Thinking

The ability to understand, apply, analyze and evaluate information.

Examples:

• Comprehend written, verbal, and electronic information in English.
• Assess the patient’s psychological, physiological, and social status.
• Interpret cause-effect relationships in clinical situations.
• Plan and prioritize nursing care.
• Evaluate patient outcomes.
• Calculate math for safe medication administration.
Criterion: Communication
The ability to effectively interact with others using verbal, non-verbal, written, and electronic communication.
Examples:
- Speak, comprehend, read, write, and type in English in a clear and understandable manner.
- Establish and maintain effective working relations with peers, faculty, patients, family and healthcare teams.
- Respect social, cultural, ethnic, and gender differences.
- Correctly convey and interpret body language.
- Observe, assess and recognize facial expression and emotion needed to detect and interpret data.
- Negotiate interpersonal conflict/s.
- Teach and convey information in an accurate and effective manner.
- Convey information to others verbally, in writing and/or electronically in an accurate, timely, professional and comprehensive manner.

Criterion: Emotional Stability
The ability to monitor one’s own emotions and assume responsibility and accountability for one’s own actions.
Examples:
- Emotional stability/maturity to accept constructive feedback.
- Support patients during times of stress.
- Adapt to changing situations and emergency conditions while maintaining emotional control.
- Cope with strong emotions and physical outbursts of patients while remaining calm.
- Focus attention on patient needs despite distractions, interruptions and multiple demands.
- Accept constructive feedback and accept responsibility for one’s own actions.
- Ability to work effectively under stressful conditions.

Criterion: Physical Ability
The ability to demonstrate physical agility and swiftness of movement, and perform gross and fine motor skills.
The ability to sustain physical endurance necessary to provide safe and effective care.
Examples:
- Perform cardiopulmonary resuscitation.
- Move in confined spaces.
- Maintain balance in multiple positions.
- Reach below waist and above shoulders.
- Mobility of the neck and back to permit sitting and standing and the agility to bend at the waist and squat, using proper body mechanics, to perform a variety of patient care activities.
- Climb and descend stairs.
- Provide safe and therapeutic positioning and transferring of patients.
- Transfer patients who may require physical assistance.
- Move quickly in emergency situations in patient care setting.
- Stand/walk for extended periods without rest.
- Push, pull, lift or support a minimum of 25 pounds without assistance.
- Use of manual dexterity to provide patient care, manipulate and operate equipment and prepare and administer medications.
- Grasp, pinch, squeeze, and manipulate fine equipment.

Criterion: Sensory Ability
The ability to accurately perform auditory, visual, tactile, and olfactory assessments necessary to monitor and determine health needs.
Examples:
- Hear and understand monitoring devices, alarms, and emergency signals.
- Hear and understand spoken words and faint voices.
- Hear and understand faint body sounds (e.g., heartbeats, blood pressure, and abdominal sounds).
- Accurately prepare and administer oral, injectable, and intravenous medications.
- Visual acuity sufficient to reading fine print on medication labels and equipment.
- Assess a patient within a distance of 10 feet by way of visual, olfactory, or aural acuity.
- Use depth perception adequately.
- Palpate during physical exam (e.g., pulses, temperature, masses, lesions, etc.).
- Detect body odors.
- Detect smoke, gases, or noxious smells.

Licensed Practical Nurse (LPN) Transition Options
LPN-to-RN Bridge
For LPNs who have graduated within 3 years from one of the schools who have articulation agreements with BCC. These include: Diman Regional, Bristol-Plymouth,
Upper Cape Cod Regional, Southeastern Regional Practical Nursing Program, or Tri-County RVTHS. (subject to change)

Apply by April 1st

Prospective students are eligible to apply after completing all pre-admission criteria.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission.

Qualified applicants are accepted to the Transition Course (Part II) on a space-available basis.

Part I: Complete all pre-admission and pre and co-requisite courses to be eligible. See courses below:

Pre-admission courses with a B- or better:
- High school Algebra I, equivalent or higher
- High school Chemistry with lab, equivalent or higher
- BIO 233 (Anatomy & Physiology 1) or equivalent
- ENG 101 (English Composition 1), ENG 102 or degree in the discipline
- PSY 101 (General Psychology) or higher
- CSS 101 College Success Seminar

Pre and Co-requisite Courses
- BIO 234 (Human Anatomy and Physiology II) or equivalent
- PSY 252 (Child Development) or equivalent

Part II:

After successful completion of the LPN-to-RN Bridge Transition Course (approximately 3 weeks), the applicant will be awarded 16 credits for NUR 101 and NUR 102 and is eligible for entrance into the third semester of the nursing program and the nursing courses: Nursing Care of the Adult I NUR 201 and NUR 100.

Prior Learning Assessment/LPN Challenge

For Licensed Practical Nurses (LPNs):
- Who have graduated more than 3 years ago from an accredited LPN school
- Students must complete all math and science courses required for admission within 5 years of priority application deadline to the program
- Applicants must have a grade point average (GPA) of 3.2 or higher in the aforementioned pre-admission courses.

Apply by April 1st

Prospective students are eligible to apply after completing all pre-admission criteria (Part I).

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission.

Qualified applicants are accepted to the Transition Course (Part II) on a space-available basis.

Part I: Complete all pre-admission criteria to be eligible. See below.

Pre admission courses with a B- or better:
- High school Algebra I, equivalent or higher
- High school Chemistry with lab, equivalent or higher
- BIO 233 (Anatomy & Physiology 1) or equivalent
- ENG 101 (English Composition 1), ENG 102 or degree in the discipline
- PSY 101 (General Psychology) or higher
- CSS 101 College Success Seminar

Pre and Co-requisite Courses
- BIO 234 (Human Anatomy and Physiology II) or equivalent
- PSY 252 (Child Development) or equivalent

Part II:

After successful completion of the LPN-to-RN Bridge Transition Course (approximately 3 weeks), the applicant will be awarded 8 credits for NUR 101 and is eligible for entrance into the second semester of the nursing program, and the nursing courses: Parent and Child Health (NUR 102) and NUR 100 on a space available basis.

Applicants who meet the LPN Bridge Program criteria may be considered for the LPN Challenge of Fundamentals program if there are no seats available in the Bridge Program. These students do not need to take the Excelsior exam.

Applying for Readmission

Only one readmission is allowed to the Nursing program within 3 years of withdrawing, failing or not completing nursing courses or required co-requisites.
- Students who fail, withdraw or do not complete NUR 101 may reapply to the program through the general admission process by January 5th, and are considered based upon nursing admission criteria and on a space-available basis.
• Students who fail NUR 100 but pass the clinical course may retake NUR 100 in the subsequent semester with Department Chair and faculty permission.

• Students who fail, withdraw or do not complete NUR 102, NUR 201, NUR 202 or NUR 203 or co-requisite courses may be readmitted to the Nursing program on a space-available basis and rank ordered based upon the readmission category found in the BCC Nursing Student Handbook. Applicants seeking readmission should apply through the Admissions office by April 1 of the semester prior to desired admission.

Transfer Information
Opportunities are available for those applicants with previous nursing credits who meet established criteria. Students are responsible for special testing fees and pre and co-requisite courses.

For nursing transfer credit send a syllabus, catalog description, and an official college transcript for each course to be evaluated to the Nursing Program Director.

OCCUPATIONAL THERAPY ASSISTANT

Degree offered
Associate in Science in Occupational Therapy Assistant

Credits required 73

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Johanna Duponte Department Chair and Professor of Occupational Therapy, johanna.duponte@bristolcc.edu

Program Code: OA

Program Goal Statement
The mission of the Occupational Therapy Assistant program is to provide an accessible, quality educational program to individuals in preparation for employment as Occupational Therapy Assistants. The program prepares generalist, entry-level occupational therapy assistants to practice under the supervision of registered occupational therapists in a variety of healthcare, home, school, workplace, community and other settings. The program prepares graduates to help people of all ages with physical, cognitive, psychosocial, sensory, emotional and other challenges regain, develop, or master everyday skills in order to engage in meaningful occupations and live independent, productive, and satisfying lives. The program advances the mission of the College by providing a career-ready education delivered in a learner-centered, supportive community that values professionalism, evidence-based practice and life long learning, respects diversity and prepares well rounded learners for employment.

Program Information

• One program with two curriculum delivery options: Traditional and eHealth (hybrid i.e. online classes, on-site labs and community and/or clinical fieldwork.) Both options are located in New Bedford.

• Students develop academic knowledge, clinical skills, and professional behavior through classroom, online, lab, fieldwork, and off-site learning experiences.

• Traditional option OTA courses are offered primarily during the day, Monday - Friday (schedules change each semester); eHealth program option OTA courses are offered Wednesday - Friday. The traditional program option requires 2-3.5 days/week onsite and the eHealth program option requires 1-2 days/week onsite. Both options include clinical fieldwork assignments which may include days, evenings and weekends. Both program options require 5 days/week (typically M-F) in full time fieldwork in the fourth semester. Both program options require an additional 20+ hours/week to complete the required reading and assignments.

• Computer technology is integrated throughout the OTA program. All OTA courses use online course spaces which necessitates all OTA students have access to a computer that is internet enabled, and have information and computer literacy skills that include using web browsers and other web applications to locate and appropriately use information provided in an online format. Students should also have the ability to create, edit, save and retrieve documents, spreadsheets, and presentations.

• All applicants should review detailed information about technical requirements, time expectations, accessibility and eLearning, and how to succeed in an online classroom: http://dl.bristolcc.edu/wiki/index.php/eLearningBCC

• Prior to applying, all students should assess their ability to succeed in the online environment by completing the eLearning sample course at http://www.bristolcc.edu/elearning/elearning101/

• eHealth students must be self motivated to learn independently online.

• Once admitted to the Occupational Therapy Assistant Program students must complete all OTA courses in the required sequence.

• Students considering transfer to an Occupational Therapy program are encouraged to choose MTH 119 and HST 111 or HST 112 as electives.
• Developmental and abnormal psychology, foreign languages, including ASL and deaf studies, are not required, but are beneficial to practice as an OTA.

• Many General Education courses are available nights, weekends, online and at satellite campuses.

**After BCC**

• BCC graduates are recognized as well prepared entry-level practitioners by the clinical community and employers.

• Graduates have taken positions as Certified Occupational Therapy Assistants in area schools, acute care, rehab and psychiatric hospitals, residential and day rehabilitation programs, nursing homes, sub-acute rehab, transitional care, home care and outpatient settings.

• Graduates may transfer to Occupational Therapy programs at senior institutions. Specific prerequisite requirements and transfer credit are determined by the transfer institution.

**Infused General Education Competencies**

Ethical Dimensions, Multicultural Perspective, Technical Literacy, First Year Experience

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 233 Human Anatomy and Physiology I</td>
</tr>
<tr>
<td>BIO 234 Human Anatomy and Physiology II</td>
</tr>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>HLT 106 (Medical Language) or MAA 101 (Medical Terminology) are accepted to meet the HLT course requirement in the OTA program.</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 101 Medical Language Module I</td>
</tr>
<tr>
<td>HLT 102 Medical Language Module II</td>
</tr>
</tbody>
</table>

Choose one of the following

| MTH 119 Fundamental Statistics | 3 |
| MTH 125 Modern College Mathematics | 3 |

MTH 119 recommended for transfer.

**Elective Courses**

| Historic Awareness Elective | 3 |

See General Education Competency Courses/Historic Awareness (p. 487) for course listings

HST 111 or HST 112 recommended for transfer

**Program Courses**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 111 Introduction to Occupational Therapy</td>
<td>4</td>
</tr>
<tr>
<td>OTA 117 Psychosocial Performance</td>
<td>4</td>
</tr>
<tr>
<td>OTA 121 Cognitive and Sensorimotor Performance</td>
<td>4</td>
</tr>
<tr>
<td>OTA 125 Movement in Human Performance</td>
<td>3</td>
</tr>
<tr>
<td>OTA 127 Psychosocial Therapeutic Modalities</td>
<td>4</td>
</tr>
<tr>
<td>OTA 233 Common Conditions of Physical Dysfunction</td>
<td>4</td>
</tr>
<tr>
<td>OTA 235 Professional Practice Skills</td>
<td>4</td>
</tr>
<tr>
<td>OTA 237 Developmental/Pediatric OT Practice</td>
<td>4</td>
</tr>
<tr>
<td>OTA 241 Level II Occupational Therapy Clinical Practice - A</td>
<td>5</td>
</tr>
<tr>
<td>OTA 243 Level II Occupational Therapy Clinical Practice - B</td>
<td>5</td>
</tr>
<tr>
<td>OTA 244 Seminar in Occupational Therapy</td>
<td>2</td>
</tr>
</tbody>
</table>

**Required Preadmission Courses**

<table>
<thead>
<tr>
<th>Required Preadmission Courses</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 233 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Preadmission courses must be completed at time of application with grades of B- or better.**

Note: Applicants must also meet the college's arithmetic and introductory algebra competency, or the intermediate algebra competency (via placement test, math placement waiver or exemption as determined by Admissions Office, or developmental course) or have completed MTH 119 or MTH 125 with a grade of B- or higher.

**BIO 233 prerequisites:** high school chemistry or CHM 090 with a grade of C or better; completion of BIO 111 or BIO 121 with a grade of B- or better.

**Required Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Required Course Sequence - Fall Semester 1</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 111 Introduction to Occupational Therapy</td>
<td>4</td>
</tr>
<tr>
<td>OTA 117 Psychosocial Performance</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HLT 101 Medical Language Module I</td>
<td>1</td>
</tr>
<tr>
<td>HLT 102 Medical Language Module II</td>
<td>1</td>
</tr>
</tbody>
</table>

OTA courses must be taken in the sequence noted each semester.
BIO 234 and HLT 101 or equivalent must be completed prior to or during the first semester.

**Required Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 121</td>
<td>Cognitive and Sensorimotor Performance</td>
<td>4</td>
</tr>
<tr>
<td>OTA 125</td>
<td>Movement in Human Performance</td>
<td>3</td>
</tr>
<tr>
<td>OTA 127</td>
<td>Psychosocial Therapeutic Modalities</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Historic Awareness Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Consider taking any remaining Gen Ed courses to lighten semester load.

**Required Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 233</td>
<td>Common Conditions of Physical Dysfunction</td>
<td>4</td>
</tr>
<tr>
<td>OTA 235</td>
<td>Professional Practice Skills</td>
<td>4</td>
</tr>
<tr>
<td>OTA 237</td>
<td>Developmental/Pediatric OT Practice</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTA 241</td>
<td>Level II Occupational Therapy Clinical Practice - A</td>
<td>5</td>
</tr>
<tr>
<td>OTA 243</td>
<td>Level II Occupational Therapy Clinical Practice - B</td>
<td>5</td>
</tr>
<tr>
<td>OTA 244</td>
<td>Seminar in Occupational Therapy</td>
<td>2</td>
</tr>
</tbody>
</table>

Note OTA courses are offered only in the sequence noted.

**Recommendations for Success**

Students are advised to complete most general and elective courses prior to beginning OTA program courses. OTA classes, labs, and clinical fieldwork require attendance two to three days per week in Semester 1, 2, and 3 and 40+ hours/week in Semester 4. Some classes extend into the evening. Fieldwork placements may include days, evenings and/or weekends. Students typically need to decrease work obligations as program requirements increase.

**Program Outcomes 2015-2017**

The total number of graduates from the Bristol Community College Occupational Therapy Assistant Program during the three year period 2015-2017 was 86, with an overall graduation rate of 96%. Program results (certification exam pass rates) from the National Board for Certification in Occupational Therapy (NBCOT®) can be found online at https://secure.nbcol.org/data/schoolstats.aspx.

<table>
<thead>
<tr>
<th>Graduation Year</th>
<th>Students Entering</th>
<th>Students Graduating</th>
<th>Graduation Rate</th>
<th>NBCOT Certification Exam Pass Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>32 (F 2013)</td>
<td>32</td>
<td>100%</td>
<td>94%</td>
</tr>
<tr>
<td>2016</td>
<td>30 (F 2014)</td>
<td>24</td>
<td>89%</td>
<td>100%</td>
</tr>
<tr>
<td>2017</td>
<td>29 (F 2015)</td>
<td>30</td>
<td>100%</td>
<td>92%</td>
</tr>
<tr>
<td><strong>Total 3-year</strong></td>
<td><strong>91</strong></td>
<td><strong>86</strong></td>
<td><strong>96%</strong></td>
<td><strong>95%</strong></td>
</tr>
</tbody>
</table>

**SPECIAL REQUIREMENTS FOR THE PROGRAM**

**Admission Requirements**

The Occupational Therapy Assistant program is a competitive-entry program with selective admission requirements. A limited number of students are admitted. Meeting minimal requirements places the applicant in the selection pool but does not guarantee admission. In order to be considered minimally qualified, applicants must have submitted their application, all supporting documents and have fulfilled the following criteria by the priority application deadline of February 1:

- Meet the college’s arithmetic and introductory algebra competency, or the intermediate algebra competency (via placement test, math placement waiver or exemption as determined by Admissions Office, or developmental course), or have completed MTH 119 or MTH 125 with a grade of B- or higher
- Completed BIO 233 (Anatomy and Physiology I) or BIO 234 (Anatomy and Physiology II) or equivalent with a B- or higher
- Completed ENG 101 (Composition I: College Writing) or ENG 102 (Composition II: Writing About Literature) or equivalent with a B- or higher
- Completed PSY 101 (General Psychology) or equivalent with a B- or higher
- Applicants must have a grade point average (GPA) of 3.0 or higher in the aforementioned pre-admission courses (excluding the math competency)
- Students are required to attend one mandatory health science information session during the year prior to anticipated admission (preregister well in advance as seating is limited)

http://www.bristolcc.edu/getstartedatbcc/admissions/healthscienceadmissionrequirements/healthscienceinformationsessions/
• Applicants are advised to apply well in advance of the deadline.

• Students must complete all science courses required for admission within 5 years of priority application deadline to the program.

• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission

Grade Requirements and Timelines

Once enrolled in the OTA program students are required to complete all courses in the four semesters of instruction in sequence in order to integrate theoretical and clinical education.

Students must receive a minimum grade of C (73) in all required occupational therapy assistant courses. Failure to earn a C (73) or better will result in program dismissal. Students who fail, do not complete, or withdraw from OTA courses may reapply to the program only once. Readmission is not guaranteed and is on a space available basis. The readmission decision is based on the recommendations of the faculty and department chair. Readmitted students must resume OTA coursework within one year of date of program dismissal or withdrawal. Students must successfully complete all required coursework, clinical and program objectives and competencies within five years of initial acceptance into the OTA program in order to graduate. Level II fieldwork must be completed within 18 months of completion of the OTA academic coursework.

Additional Costs

Students accepted into the program are responsible for associated costs such as parking, lab supplies, name tag, graduate pin, conferences, professional meetings, membership in the American Occupational Therapy Association, liability insurance, fieldwork related costs (drug testing, finger printing and travel). Students are required to attend off-campus professional meetings and a variety of community activities. Once graduated students pay additional fees for national certification and state licensing.

Fieldwork Affiliations

Transportation to the fieldwork sites is the student’s responsibility. Students should be prepared to travel an hour or more from campus. Students are advised to decrease outside work obligations in the first three semesters, then discontinue during full-time fieldwork affiliations in the fourth semester. Fieldwork hours may extend into evenings and weekends and extend beyond the academic year. The availability of clinical affiliations depends on the ability of area healthcare providers to accept students. In some cases, affiliations will be completed in a fifth semester.

Health Requirements

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A two step TB test and flu shot is required each year. Students who decline having a flu shot may not be able to complete the program’s clinical fieldwork requirements. Students must be certified by the American Heart Association in C.P.R. (Basic Life Support for Health Care Providers). Students are required to maintain C.P.R. certification and health insurance throughout their enrollment. Additional laboratory tests, including drug screening are required, at least annually, by the program and clinical agencies. Clinical agencies may require additional procedures such as CORI’s or fingerprinting at any time. All fees are paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College’s Student Handbook for the College’s complete Marijuana Policy.

Additional Requirements

Upon admission to the OTA Program students will be required to attend a program information meeting. Students will be required to complete an assignment regarding occupational therapy and his/her preparation (academic and/or life experience) for a career as an OTA. Physical examination and CPR certification must be completed prior to the start of classes or students will not be able to attend clinical fieldwork which will prevent completion of program objectives. All admitted students complete eLearning 101.

Upon admission to the program and at regular intervals during the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during clinical experiences. The College is authorized by the Commonwealth’s Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed
pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P. A positive CORI/SORI check may prevent students from participating in clinical assignments in contracted health facilities and prevent students from completing the program objectives. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

The Massachusetts Board of Allied Health Professions requires licensure applicants to report any history of felonies or misdemeanors and may deny licensure to those applicants. Further information is available from the MA Board of Allied Health regarding guidelines for applicants with criminal records call (617) 727-3071 or email at alliedhealth@state.ma.us.

The Disciplinary Action Committee of the National Board for Certification in Occupational Therapy (NBCOT) requires a criminal background check of all applicants and may refuse to administer the certification exam, and/or deny certification to any individual charged with or convicted of a felony. For further information, contact NBCOT, 12 South Summit Avenue, Suite 100, Gaithersburg, Maryland 20877-4150; (301) 990-7979.

Essential Functions

OTA students must possess certain cognitive, physical, and psychosocial abilities in order to successfully complete the requirements of the program and ultimately practice in the profession:

• Cognitive ability to learn and apply the skills necessary to meet the curriculum requirements of the program and to qualify to take the NBCOT certification examination.

• Sufficient visual skills to allow accurate reading of a medical record, reading and recording of vital signs, and assessment of patients within a distance of 10 feet.

• Sufficient hearing skills to successfully interact with all team members, as well as to hear and respond to equipment, monitors, and alarms.

• Physical abilities to safely meet the multiple needs of various patient populations. This includes sufficient joint mobility, strength, motor control, balance, functional mobility and the ability to lift and move patients from one surface to another.

• Communication skills to clearly and effectively communicate in English with patients, families, faculty, and healthcare workers in both verbal and written form.

• Emotional stability to demonstrate professional interactions with faculty, patients, families, and all other professional staff; to demonstrate respect and confidentiality; to demonstrate good judgment and ethical behavior; to deal effectively with conflict situations; and to demonstrate responsibility for oneself and his/her actions.

Accreditation

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE’s phone number is 301.652.2682 and the website is www.acoteonline.org.

Certification and Licensure

Graduates of the program are eligible to sit for the National Certification Examination for the Occupational Therapy Assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the graduate will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. A felony conviction may affect a graduate’s ability to sit for the NBCOT certification and/or attain state licensure.

Office Administration

OFFICE ADMINISTRATION/MEDICAL ADMINISTRATIVE ASSISTANT

Degree offered

Associate in Science in Office Administration - Medical Administrative Assistant option

Credits required 62/64

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact

Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: OF

Concentration Code: OFM

Program Goal Statement

Students completing this program are prepared to work as an administrative assistant for doctors or dentists, in hospitals, medical offices, health agencies, or related fields. Students develop skills in computer applications, medical software, medical terminology, medical insurance forms preparation, beginner and advanced medical transcription, medical office procedures, speech recognition and master employment readiness skills.
Program Information

- MAA courses are offered primarily during the day in Fall River.

Recommendations

- OFC 102 (p. 575) can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is a prerequisite for OFC 113 (p. 575) and OFC 117 (p. 575).

- Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Anatomy & Physiology). Take OFC 120 (Text Editing) before MAA 102 (Medical Transcription).

Admission Requirements

- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

After BCC

- In addition to working as a medical administrative assistant in a health related field, students that successfully complete MAA 102 (Medical Transcription), MAA 203 (Advanced Medical Transcription) can easily transition into the position of medical "scribe", transcribing live alongside the provider and patient in a hospital, medical office, or related facility.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101 Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 115 Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BUS 111 Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 251 Business Law</td>
<td>3</td>
</tr>
<tr>
<td>COM 101 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212 The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAA 101 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MAA 102 Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>MAA 203 Advanced Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>or OFC 266 Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>MAA 204 Medical Insurance Forms Preparation</td>
<td>3</td>
</tr>
<tr>
<td>MAA 205 Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>MAA 209 Medical Office Portfolio Development</td>
<td>1</td>
</tr>
<tr>
<td>OFC 102 Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113 Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117 Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120 Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150 Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214 Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

| CSS 101 College Success Seminar | 1     |
| OFC 102 Computer Keyboarding | 1     |
| OFC 113 Introduction to Microsoft Word | 3     |
| OFC 117 Introduction to Computers and Software Applications | 3     |
| ENG 101 Composition I: College Writing | 3     |
| MAA 101 Medical Terminology | 3     |

Note: General Education courses can be taken in the semester of personal choice.

OFC 102: (May be waived by a previous course or passing a keyboarding test administered by the Office Administration Department Chair.)

Recommended Course Sequence - Spring Semester 2

| OFC 214 Advanced Microsoft Word | 3     |
| OFC 120 Text Editing | 3     |
| BUS 251 Business Law | 3     |
| ENG 102 Composition II: Writing about Literature | 3     |
| BIO 115 Survey of Human Anatomy and Physiology | 4     |

Recommended Course Sequence - Fall Semester 3

| MAA 102 Medical Transcription | 3     |
| COM 101 Fundamentals of Public Speaking | 3     |
| MAA 204 Medical Insurance Forms Preparation | 3     |
| ACC 101 Principles of Accounting I | 4     |
| OFC 150 Speech Recognition | 3     |
Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAA 205</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>MAA 203</td>
<td>3</td>
</tr>
<tr>
<td>MAA 209</td>
<td>Advanced Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Division of Mathematics Science and Engineering

Engineering Technology

ADVANCED & BIOMEDICAL MANUFACTURING TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Automation Technology Concentration)

Credits required 61

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Mary Cass, Coordinator and Associate Professor of Automation Technology, mary.cass@bristolcc.edu

Program Code: TE
Concentration Code: ABM

Program Goals Statement
This concentration prepares students to enter highly-automated manufacturing industries as automation specialists and manufacturing technicians or for technical positions in biotechnology and pharmaceutical manufacturing industries. In the advanced manufacturing option, students learn to solve complex manufacturing problems using computer-aided design, evaluation and simulation techniques, and engineering principles. The curriculum covers such aspects of manufacturing engineering as materials processing (traditional and CNC), industrial automation, material science, hydraulics, computer-aided design and manufacturing (CAD/CAM), and computer-integrated manufacturing (CIM).

Program Information
- This program is especially valuable to the person who wants technical diversity. Summer courses will reduce fall and spring semester course loads.

Suggested Technical Electives
- Manufacturing: EGR-112 (p. 540), EGR-211 (p. 542), CAD-211 (p. 512), and choose one EGR-190 (p. 542), EGR-299 (p. 545), CAD-101 (p. 511), CAD-112 (p. 511), or any CED (p. 512)
- Bio-Manufacturing: BIO-121 (p. 506) and choose one BIO-115 (p. 506) or BIO-233 (p. 508), Choose one BIO-126 (p. 507), BIO-240 (p. 509), or CHM-113 (p. 513)
- Automation & Robotics: EGR-113 (p. 540), EGR-171 (p. 541), and EGR-211 (p. 542)

After BCC
- Graduates of the biomedical option can enter the workforce as biomedical, bioprocess or pharmaceutical manufacturing technicians.
- Graduates work as automation specialists, manufacturing technicians, design technicians, CAD designers, engineering aides, field service technicians, technical representatives, and maintenance technicians. It will open employment doors to many jobs that require multidisciplinary competencies.
- If you considering transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Oral Communication

DEGREE REQUIREMENTS

General Courses
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- ENG 102 Composition II: Writing about Literature 3

Core Courses
- CAD 111 Mechanical Design with Solidworks 3
- EGR 103 Computer Skills for Engineers and Technicians 3
- EGR 151 Electrical Machinery 3
- EGR 172 Material Science 4
- EGR 215 Lean Six Sigma 3

Choose one of the following
- HST 113 United States History to 1877 3
- Or
- HST 114 United States History from 1877 3

Elective Courses
- Humanities Elective 3
- Social Phenomenon Elective 3

Humanities Elective: Choose from ARC 201, ART 105, ART 106, COM 160, ENG 217, ENG 251, ENG 252, ENG
255, ENG 256, ENG 257, ENG 259, ENG 261, ENG 264, HST 226, HST 252, HST 257, HST 259, HST 265, HUM 160, HUM 254, PHL 101, or PHL 152

Social Phenomenon Elective: See General Education Competency Courses (p. 488) for Social Phenomenon course listings (ECN 111, ECN 112, PHL 152, PSY 271, or SOC 101 recommended)

Program Electives

Program Electives (as needed to complete a minimum of 61 credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>CAD 112</td>
<td>Advanced Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 211</td>
<td>Computer Aided Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 112</td>
<td>Automated Machining</td>
<td>3</td>
</tr>
<tr>
<td>EGR 113</td>
<td>Introduction to Robotics</td>
<td>4</td>
</tr>
<tr>
<td>EGR 171</td>
<td>Fluid Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 190</td>
<td>Technical Projects</td>
<td>3</td>
</tr>
<tr>
<td>EGR 211</td>
<td>Programmable Control Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 299</td>
<td>Engineering Projects</td>
<td>3</td>
</tr>
<tr>
<td>CED</td>
<td>Cooperative Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 115</td>
<td>Manufacturing Processes &amp; Measurement</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives

Technical Electives: (Electives as needed to complete a minimum of 61 credits)

Choose from: BIO 121 (p. 506), BIO 115 (p. 506), BIO 126 (p. 507), BIO 233 (p. 508), BIO 240 (p. 509), CAD 112 (p. 511), CAD 211 (p. 512), CHM 113 (p. 513), EGR 112 (p. 540), EGR 113 (p. 540), EGR 171 (p. 541), EGR 211 (p. 542), EGR 299 (p. 545)

Math Courses - Choose Two Sequential Math Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

Science Courses - Choose One

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

PHY 211 | General Physics I | 4 |
| Or | Introduction to Robotics | 4 |

(For students with adequate Mathematics preparedness that are interested in transfer, choose PHY 211)

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 115</td>
<td>Manufacturing Processes &amp; Measurement</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 215</td>
<td>Lean Six Sigma</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 215</td>
<td>Lean Six Sigma</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>Social Phenomenon Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Course
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>And Technical Elective</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

(if needed for a maximum of 61 credits)

ARCHITECTURAL AND CIVIL TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Architectural and Civil Technology)

Credits required 60/62

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: ACT

Program Goals Statement
This concentration prepares students to work as technicians for engineering consulting firms, structural engineers, architects, bridge inspectors, contractors and structural manufacturing companies.

Program Information
- Students learn in modern laboratories on the latest computers and software and are taught by faculty with many years of professional experience. Students receive many hours of hands-on experience as well as exposure to background theory.
- Students who haven’t taken basic math courses in high school may complete math prerequisites at BCC.

After BCC
- Graduates work as home building contractors, design construction technicians, structural computer-aided designers, and industrial and commercial building fabricators.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies

Oral Communication

DEGREE REQUIREMENTS

General Education Courses
CSS 101    College Success Seminar    1

ENG 101    Composition I: College Writing    3
ENG 102    Composition II: Writing about Literature    3
ARC 201    Introduction to American Architecture    3

Social Phenomenon - Choose one

ART 106    Survey of Art History II: Modern Art    3
GVT 111    U.S. Government    3
GVT 112    Comparative Government    3
HST 111    The West and the World I    3
HST 112    The West and the World II    3
HST 113    United States History to 1877    3
HST 114    United States History from 1877    3
HST 257    History of Modern East Asia (China and Japan)    3
PSY 271    Global Leadership    3
SOC 101    Principles of Sociology    3
SOC 212    The Sociology of Social Problems    3
SOC 252    The Sociology of Human Relations    3

Historical Awareness - Choose One

HST 113    United States History to 1877    3
HST 114    United States History from 1877    3

Program Courses

CAD 101    Computer Aided Drafting    3
CAD 122    Architectural Drawing    3
EGR 124    Soils and Foundations    3
EGR 125    Construction Estimating    3
EGR 221    Surveying I    4
EGR 222    Surveying II    4
EGR 251    Statics    3
EGR 254    Mechanics of Materials and Structures    4

Program Courses - Choose one

EGR 102    Introduction to Sustainable and Green Energy Technologies    3
EGR 103    Computer Skills for Engineers and Technicians    3

Program Electives - Choose one

CAD 128    Civil Drafting and Design    3
CAD 125    3D Architecture, Building, and Landscape Design    3
CED 210    Cooperative Work Experience    3
CHM 113    Fundamentals of Chemistry I    4
EGR 226    Legal Aspects of Boundary Surveying    3
EGR 244    Water Supply and Hydrology    4
GIS 101    Introduction to Geographic Information Systems    3
EGR 299    Engineering Projects    3
PHY 102    Technical Physics II    4

Math and Science Courses

PHY 101    Technical Physics I    4
For students with adequate mathematic preparedness and interested in transfer, PHY 211 may be substituted for PHY 101.

Choose two sequential Math Courses
- MTH 152 College Algebra 3
- MTH 172 Precalculus with Trigonometry 4
- MTH 214 Calculus I 4
- MTH 215 Calculus II 4

Recommended Course Sequence - Fall Semester 1
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- EGR 125 Construction Estimating 3
- PHY 101 Technical Physics I 4
- MTH 152 College Algebra 3
  Or
- MTH 172 Precalculus with Trigonometry 4
  Or
- MTH 214 Calculus I 4

Recommended Course Sequence - Spring Semester 2
- EGR 124 Soils and Foundations 3
- ENG 102 Composition II: Writing about Literature 3
- MTH 172 Precalculus with Trigonometry 4
  Or
- MTH 214 Calculus I 4
  Or
- MTH 215 Calculus II 4
- CAD 101 Computer Aided Drafting 3
- EGR 102 Introduction to Sustainable and Green Energy Technologies 3
  Or
- EGR 103 Computer Skills for Engineers and Technicians 3

Recommended Course Sequence - Fall Semester 3
- EGR 221 Surveying I 4
- EGR 251 Statics 3
- HST 113 United States History to 1877 3
  Or
- HST 114 United States History from 1877 3
  Program Elective 3

Recommended Course Sequence - Spring Semester 4
- EGR 222 Surveying II 4
- EGR 254 Mechanics of Materials and Structures 4
- CAD 122 Architectural Drawing 3
- ARC 201 Introduction to American Architecture 3

ELECTRICAL TECHNOLOGY CAREER

Degree offered

Associate in Science in Engineering Technology (Electrical Technology Concentration)

Credits required 60/63

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: ELC

Program Goals Statement
This program prepares students to work as technicians in many positions for which training in electricity and electronics technology are required. Some of the most common areas with job opportunities are solar energy, industrial manufacturing, research and development laboratory, field service, technical writer, and technical sales.

Program Information
- All technical courses use computer applications, and laboratories are equipped with modern test equipment.
- Every technical course has a related laboratory, which provides hands-on experience.
- Students should be in a Math course every semester until they have completed their sequence.
- Summer courses will reduce fall and spring semester course loads.
- Not all courses are offered every year. Read course descriptions to plan course schedule.

After BCC
- Graduates can work as an equipment installation technician, central office technician, computer technician, engineering assistant, manufacturing lab technician, solar technician, field service and installation technician, or customer support specialist.
- If you plan to transfer to a four-year institution, speak with your advisor and visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication

DEGREE REQUIREMENTS

General Education courses
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Historical Awareness - Choose one**

- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3

**Humanities - Choose one**

(May choose any Humanities elective, but the following are recommended.)

- ARC 201 Introduction to American Architecture 3
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3
- PHL 152 Ethics: Making Ethical Decisions in a Modern World 3
  - Or
  - Foreign Language Elective 3

**Social Phenomenon - Choose one**

- ART 106 Survey of Art History II: Modern Art 3
- GVT 111 U.S. Government 3
- GVT 112 Comparative Government 3
- HST 111 The West and the World I 3
- HST 112 The West and the World II 3
- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3
- HST 257 History of Modern East Asia (China and Japan) 3
- PSY 271 Global Leadership 3
- SOC 101 Principles of Sociology 3
- SOC 212 The Sociology of Social Problems 3
- SOC 252 The Sociology of Human Relations 3

**Program Courses**

- EGR 131 Introduction to Electrical Circuits 4
- EGR 132 Electrical Circuits 4
- EGR 133 Computer Configuration and Repair 4
- EGR 137 Digital Electronics 4
- EGR 211 Programmable Control Systems 4

**Program Courses - Choose one**

- EGR 102 Introduction to Sustainable and Green Energy Technologies 3
- EGR 103 Computer Skills for Engineers and Technicians 3

**Program Electives - Choose two**

- CIS 121 Operating Systems 3
- CIS 160 The Microcomputer Environment 3
- CED 210 Cooperative Work Experience 3
- CED 220 Cooperative Work Experience II 3
- CHM 113 Fundamentals of Chemistry I 4
- EGR 171 Fluid Systems 4
- EGR 183 Energy Efficiency and Conservation Measures 3
- EGR 235 Electronic Theory I 4
- EGR 251 Statics 3
- EGR 282 Wind Power Technology 4
- EGR 284 Solar Power 4
- EGR 299 Engineering Projects 3

One of the two program electives must be EGR.

**Math and Science Courses**

Choose Two Sequential Math Courses:

- MTH 152 College Algebra 3
- MTH 172 Precalculus with Trigonometry 4
- MTH 214 Calculus I 4
- MTH 215 Calculus II 4
- PHY 101 Technical Physics I 4
- PHY 102 Technical Physics II 4

For students with adequate mathematics preparedness and interested in transfer, PHY 211 & PHY 212 can be substituted for PHY 101 & PHY 102.

**Recommended Course Sequence - Fall Semester 1**

- ENG 101 Composition I: College Writing 3
- PHY 101 Technical Physics I 4
- CSS 101 College Success Seminar 1
- MTH 152 College Algebra 3
  - Or
  - MTH 172 Precalculus with Trigonometry 4
  - Or
  - MTH 214 Calculus I 4

**Recommended Course Sequence - Spring Semester 2**

- PHY 102 Technical Physics II 4
- EGR 102 Introduction to Sustainable and Green Energy Technologies 3
  - Or
  - EGR 103 Computer Skills for Engineers and Technicians 3
  - Or
  - MTH 172 Precalculus with Trigonometry 4
  - Or
  - MTH 214 Calculus I 4
  - Or
  - MTH 215 Calculus II 4

**Recommended Course Sequence - Fall Semester 3**

- ENG 102 Composition II: Writing about Literature 3
- HST 113 United States History to 1877 3
  - Or
  - HST 114 United States History from 1877 3
  - Or
  - Global Awareness Elective 3
  - Or
  - Humanities Elective 3
  - Or
  - Program Elective 3
- EGR 137 Digital Electronics 4
Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 133</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
<tr>
<td>EGR 211</td>
<td>Programmable Control Systems</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Global Awareness Elective</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTRO-MECHANICAL WITH GREEN ENERGY TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Electro-Mechanical with Green Energy Concentration)

Credits required 62/69

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: EMO

Program Goals Statement
This program prepares students to work in high-tech industries as technical employees who can work on equipment that uses both electrical and mechanical engineering principles. Students, by selecting the recommended electives, can prepare themselves for employment in the expanding Green Technology industries of Solar Energy and Wind Power. Graduates, by selecting the recommended electives, may prepare themselves for transfer to a Bachelor of Science in Engineering Technology program.

Program Information
- This program is especially valuable to the person who wants technical diversity.
- It can open employment doors to many jobs that require multidisciplinary competencies.
- Students should be in a Math course every semester until they have completed their sequence.
- Summer courses will reduce fall and spring semester course loads.

After BCC
- Graduates work as engineering aides, field service technicians, technical representatives, maintenance technicians and automation technicians.

- If you plan to transfer to a four-year institution, speak with your advisor and visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies

Oral Communication

DEGREE REQUIREMENTS

General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Math and Science Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 102</td>
<td>Technical Physics II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 111</td>
<td>General College Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

For students with adequate mathematics preparedness and interested in transfer, PHY 211 & 212 can be substituted for PHY 101 & 102.

General Education - Electives

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses - Choose one Humanities elective

Humanities Elective

Humanities elective: See General Education Competency Courses for Humanities course listings (ARC 201, COM 101, COM 114, COM 118, PHL 152, or foreign language recommended)

Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 137</td>
<td>Digital Electronics</td>
<td>4</td>
</tr>
<tr>
<td>EGR 211</td>
<td>Programmable Control Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
</tbody>
</table>
Choose one of the following
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
EGR 103 Computer Skills for Engineers and Technicians 3

Core Elective - Choose four from the following
Technical Elective 3-4
Technical Elective 3-4
Technical Elective 3-4
Technical Elective 3-4

Technical Elective: Choose from EGR, CAD, CED 210, CED 220, GIS, or MTH 214

Choose one Lab Science elective
CHM 111 General College Chemistry I 4
CHM 113 Fundamentals of Chemistry I 4
EGR 141 Introduction to Environment 3
PHY 102 Technical Physics II 4

Suggested Technical Electives
Transfer EGR 132, EGR 172, EGR 254, MTH 214 (with CHM 113, MTH 171 & MTH 173)
Cooperative Education CED 210, CED 220
Solar Energy EGR 132, EGR 255, EGR 183, EGR 284 (w/ EGR 102, EGR 131 & PHY 102)
Wind Power CAD 172, EGR 124, EGR 183, EGR 282 (w/ EGR 102, EGR 151 & PHY 102)

Recommended Course Sequence - Fall Semester 1
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
PHY 101 Technical Physics I 4
MTH 141 Technical Mathematics I 4
Or
MTH 172 Precalculus with Trigonometry 4
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
Or
EGR 103 Computer Skills for Engineers and Technicians 3
EGR 131 Introduction to Electrical Circuits 4
Or
EGR 151 Electrical Machinery 3

Recommended Course Sequence - Spring Semester 2
CAD 101 Computer Aided Drafting 3
EGR 137 Digital Electronics 4
MTH 142 Technical Mathematics II 4
Global Awareness Elective 3
Or
Humanities Elective 3
Or
Lab Science Elective 4
Or
Technical Elective 3

Recommended Course Sequence - Summer
Summer courses will reduce fall and spring semester course loads.

Recommended Course Sequence - Fall Semester 3
ENG 102 Composition II: Writing about Literature 3
EGR 211 Programmable Control Systems 4
EGR 251 Statics 3
Global Awareness Elective 3
Or
Humanities Elective 3
Or
Lab Science Elective 4
Or
Technical Elective 3
And
Technical Elective 3

Recommended Course Sequence - Spring Semester 4
HST 114 United States History from 1877 3
Global Awareness Elective 3
Or
Humanities Elective 3
Or
Lab Science Elective 4
Or
Technical Elective 3
And
Technical Elective 3
And
Technical Elective 3
And
Technical Elective 3
And
Technical Elective 3

ENVIRONMENTAL TECHNOLOGY CAREER

Degree offered
Associate in Science in Engineering Technology (Environmental Concentration)

Credits required 67/71

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: TE
Concentration Code: ENV

Program Goals Statement
This program provides students with a broad understanding of the environment and current environmental issues. Students utilize their knowledge of water resources,
environmental regulations, sampling techniques, and hazardous materials to prepare for state licensure examinations and entry-level environmental technician positions.

**Program Information**

- The Environmental Technology concentration is an interdisciplinary program which allows students to utilize their knowledge in science, mathematics, engineering and written and oral communication.
- Laboratories provide students with hands-on training on skills and instrumentation utilized on the job.
- Field trips offer students the opportunity to see various facilities and meet with personnel currently working in various environmental technology positions.
- Internships provide students with the opportunity to explore careers in their chosen areas and network with area professionals.

**After BCC**

- Graduates work as Water Treatment Plant Operators or Wastewater Treatment Plant Operators working for municipalities or private contract operations companies.
- Graduates work for private Environmental Consulting Firms and as Environmental Technicians in various industrial areas.

**Infused General Education Competencies**

**Oral Communication**

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101 College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114 United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses – choose one Global Awareness course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 105 Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106 Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212 The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252 The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses - Choose one Humanities course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities elective: See General Education Competency Courses for Humanities course listings (ARC 201, COM 101, COM 114, COM 118, PHL 115, or foreign language recommended)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
</tbody>
</table>

**CED 101** Work-Based Experience 1
**CHM 120** Environmental Chemistry 4
**EGR 141** Introduction to Environment 3
**EGR 183** Energy Efficiency and Conservation Measures 3
**EGR 244** Water Supply and Hydrology 4
**EGR 245** Hazardous Waste/Waste Management 4
**GIS 101** Introduction to Geographic Information Systems 3
**GIS 102** Applications of Geographic Information Systems 3

CED 101: Student may choose CED 210 as Technical elective

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

**Core Electives – Choose three of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CED 220</td>
<td>Cooperative Work Experience II</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Technical Elective</td>
<td>3-4</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Pre-Calculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

The MTH 152 and MTH 172 sequence above is for students with adequate mathematics preparedness and interested in transfer after BCC.

**Math Courses - Choose one sequence**

Math Courses - Choose one of the two sequences below

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 141</td>
<td>Technical Mathematics I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 142</td>
<td>Technical Mathematics II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Pre-Calculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

**Science Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 120</td>
<td>Environmental Chemistry</td>
<td>4</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 111</td>
<td>General College Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Suggested Technical Electives - Water Treatment**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GLG 101</td>
<td>Introduction to Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 140</td>
<td>OSHA 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER)</td>
<td>3</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
</tbody>
</table>
SCI 112 Principles of Ecology 4

**Suggested Technical Electives - Wastewater Treatment**

GLG 101 Introduction to Physical Geology 4

GLG 101 Principles of Ecology 4

GLG 101 Introduction to Physical Geology 4

EGR 151 Electrical Machinery 3

EGR 140 OSHA 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) 3

EGR 241 Wastewater Technology I 3

EGR 242 Wastewater Technology II 4

Environmental Tech (General): EGR 140, GLG 101, SCI 112

Hazardous Waste: EGR 140, GLG 101, EGR 241

**Recommended Course Sequence - Fall Semester 1**

CSS 101 College Success Seminar 1

ENG 101 Composition I: College Writing 3

CHM 111 General College Chemistry I 4

Or

CHM 113 Fundamentals of Chemistry I 4

Or

CHM 115 Health Science Chemistry I 4

Or

MTH 141 Technical Mathematics I 4

Or

MTH 152 College Algebra 3

EGR 102 Introduction to Sustainable and Green Energy Technologies 3

Or

EGR 103 Computer Skills for Engineers and Technicians 3

EGR 141 Introduction to Environment 3

**Recommended Course Sequence - Spring Semester 2**

CAD 101 Computer Aided Drafting 3

CHM 120 Environmental Chemistry 4

ENG 102 Composition II: Writing about Literature 3

Or

MTH 142 Technical Mathematics II 4

Or

MTH 172 Precalculus with Trigonometry 4

Technical Elective 3

**Recommended Course Sequence - Summer**

Summer courses will reduce fall and spring semester course loads. HST 114, Humanities Elective, Global Awareness Elective.

**Recommended Course Sequence - Fall Semester 3**

EGR 183 Energy Efficiency and Conservation Measures 3

EGR 245 Hazardous Waste/Waste Management 4

GIS 101 Introduction to Geographic Information Systems 3

HST 114 United States History from 1877 3

Or

Humanities Elective 3

Or

Global Awareness Elective 3

**Recommended Course Sequence - Spring Semester 4**

CED 101 Work-Based Experience 1

Or

CED 210 Cooperative Work Experience 3

EGR 244 Water Supply and Hydrology 4

GIS 102 Applications of Geographic Information Systems 3

Global Awareness Elective 3

Or

Humanities Elective 3

Or

Technical Elective 3

And

Technical Elective 3

**ENGINEERING TECHNOLOGY/MARINE SCIENCE AND TECHNOLOGY CAREER**

**Degree offered**

Associate in Science in Engineering Technology (Marine Technology)

**Credits required 66/71**

**Dean**

Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**

Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

**Program Code: TE**

**Concentration Code: MRN**

**Program Goals Statement**

This program is designed to prepare students as technicians working in various areas of the marine industry.

Participants gain an understanding of mechanical and environmental marine systems and have the opportunity to select specialized courses in the areas of the marine trades, fisheries technology, and remotely operated vehicle (ROV) technology.

**Program Information**

- Choose electives to specialize if desired.
- Some courses in this program are only available in the evening and/or at satellite locations.
- EGR 162 and many marine industry careers require good physical health and the ability to swim. Students with issues in this area should discuss them with the program director before enrollment.
After BCC
- Graduates work as technicians in a variety of marine trades professions, such as fisheries observers, oceanography and hydrographic survey technicians, or remotely operated vehicle (ROV) technicians.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**DEGREE REQUIREMENTS**

**General Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one

- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3

**Elective Courses**

- Humanities Elective 3
- Social Phenomenon Elective 3

Humanities: See General Education Competency Courses (ARC 201, COM 101, COM 114, COM 118 PHL 152, or foreign language recommended)

Social Phenomenon: Choose from BIO 116, ECN 111, ECN 112, HON 295, or PHL 152 (recommended)

**Core Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
<td>3</td>
</tr>
<tr>
<td>EGR 264</td>
<td>Oceanographic Technology</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Core Electives – Choose four from BIO 121, BIO 122, CED, CHM 114, EGR, GIS, MTH 214, or PHY 102**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 132</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>SCI 119</td>
<td>Coastal Science</td>
<td>4</td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

| CSS 101     | College Success Seminar               | 1       |
| EGR 103     | Computer Skills for Engineers and Technicians | 3       |
| EGR 141     | Introduction to Environment           | 3       |
| ENG 101     | Composition I: College Writing        | 3       |
| MTH 141     | Technical Mathematics I               | 4       |
| MTH 152     | College Algebra                       | 3       |

**Recommended Course Sequence - Spring Semester 2**

| ENG 102     | Composition II: Writing about Literature | 3       |
| MTH 142     | Technical Mathematics II               | 4       |
| MTH 172     | Precalculus with Trigonometry          | 4       |
| SCI 119     | Coastal Science                        | 4       |
| BIO 121     | Fundamentals of Biological Science I   | 4       |
| EGR 268     | Fisheries Technologies and Monitoring Techniques | 4       |

**Recommended Course Sequence - Summer**

Summer courses will reduce fall and spring semester course loads.

**Recommended Course Sequence - Fall Semester 3**

| MTH 141     | Technical Mathematics I               | 4       |
| MTH 142     | Technical Mathematics II               | 4       |
| MTH 152     | College Algebra                        | 3       |
| MTH 172     | Precalculus with Trigonometry          | 4       |

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Core Elective</th>
<th>Core Elective</th>
<th>Core Elective</th>
<th>Core Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 141</td>
<td>EGR 151</td>
<td>G101</td>
<td>HST 114</td>
</tr>
<tr>
<td>And</td>
<td>Electrical Machinery</td>
<td>Introduction to Geographic Information Systems</td>
<td>United States History from 1877</td>
</tr>
</tbody>
</table>

**MECHANICAL TECHNOLOGY**

**Degree offered**

Associate in Science in Engineering Technology (Mechanical Technology)

**Credits required 61/63**

**Dean**
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: TE
Concentration Code: MEC

Program Goals Statement
This concentration prepares students as technicians and mechanical designers. Students learn aspects of mechanical engineering such as strength of materials, materials science, fluid systems and computer-aided design.

Program Information
• Students gain hands-on experience with mechanical systems (hydraulics, pneumatics and mechanisms), materials, and computer-aided design
• Students should be in a Math course every semester until they have completed their sequence
• Take ENG 101, EGR 172, MTH, and PHY 101 first
• Summer courses will reduce fall and spring semester course loads

After BCC
• Graduates may work as mechanical/CAD designers, and manufacturing, industrial and design technicians.
• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Education Courses
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3

Historical Awareness - Choose one
HST 113 United States History to 1877 3
HST 114 United States History from 1877 3

Humanities - Choose one
(May choose any Humanities elective, but the following are recommended.)
ARC 201 Introduction to American Architecture 3
COM 101 Fundamentals of Public Speaking 3
COM 114 Professional Speaking 3
PHL 152 Ethics: Making Ethical Decisions in a Modern World 3

Social Phenomenon - Choose one
ART 106 Survey of Art History II: Modern Art 3
GVT 111 U.S. Government 3
GVT 112 Comparative Government 3
HST 111 The West and the World I 3
HST 112 The West and the World II 3
HST 113 United States History to 1877 3
HST 114 United States History from 1877 3
HST 257 History of Modern East Asia (China and Japan) 3
PSY 271 Global Leadership 3
SOC 101 Principles of Sociology 3
SOC 212 The Sociology of Social Problems 3
SOC 252 The Sociology of Human Relations 3

Program Courses
CAD 101 Computer Aided Drafting 3
CAD 111 Mechanical Design with Solidworks 3
EGR 151 Electrical Machinery 3
EGR 171 Fluid Systems 4
EGR 172 Material Science 4
EGR 251 Statics 3
EGR 254 Mechanics of Materials and Structures 4

Program Electives - Choose one
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
EGR 103 Computer Skills for Engineers and Technicians 3

Program Electives - Choose one
CAD 172 Mechanical Design using Inventor 3
CED 210 Cooperative Work Experience 3
CHM 113 Fundamentals of Chemistry I 4
EGR 111 Fundamentals of Manual Machining 4
EGR 112 Automated Machining 3
EGR 115 Manufacturing Processes & Measurement 3
EGR 183 Energy Efficiency and Conservation Measures 3
EGR 211 Programmable Control Systems 4
EGR 241 Wastewater Technology I 3
EGR 255 Thermodynamics 3
EGR 264 Oceanographic Technology 3
EGR 282 Wind Power Technology 4
EGR 284 Solar Power 4
EGR 299 Engineering Projects 3

Math and Science Courses
Choose two sequential Math courses:
MTH 152 College Algebra 3
MTH 172 Precalculus with Trigonometry 4
MTH 214 Calculus I 4
MTH 215 Calculus II 4
PHY 101 Technical Physics I 4
PHY 102 Technical Physics II 4

For students with adequate Mathematics preparedness and that are interested in transfer, PHY 211 & PHY 212 can be substituted for PHY 101 & PHY 102.

Recommended Program Electives

For Design:
CAD 172
EGR 299

For Experiential Education:
CED 210

For Manufacturing:
EGR 115
EGR 211

For Sustainability/Green Energy:
EGR 183
EGR 282
EGR 284

For Transfer:
CHM 113
EGR 255

Recommended Course Sequence - Fall Semester 1

CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
Or
EGR 103 Computer Skills for Engineers and Technicians 3
EGR 172 Material Science 4
MTH 152 College Algebra 3
Or
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214 Calculus I 4

Recommended Course Sequence - Spring Semester 2

ENG 102 Composition II: Writing about Literature 3
PHY 101 Technical Physics I 4
CAD 101 Computer Aided Drafting 3
EGR 171 Fluid Systems 4
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214 Calculus I 4
Or
MTH 215 Calculus II 4

Recommended Course Sequence - Fall Semester 3

EGR 151 Electrical Machinery 3
EGR 251 Statics 3
PHY 102 Technical Physics II 4

Recommended Course Sequence - Spring Semester 4

EGR 254 Mechanics of Materials and Structures 4
CAD 111 Mechanical Design with Solidworks ELECTIVE 3
Or
EGR 103 Computer Skills for Engineers and Technicians 3
EGR 172 Material Science 4
MTH 172 Precalculus with Trigonometry 4
Or
MTH 214 Calculus I 4
Or
MTH 215 Calculus II 4

Elective 3
Elective 3

Engineering Transfer

ENGINEERING - TRANSFER

Degree offered
Associate in Science in Engineering Transfer (Engineering Transfer Concentration)

Credits required 65/71

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu
Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu
Program Code: ET
Concentration Code: ETS

Program Goals Statement

This concentration prepares students to transfer to engineering programs at four-year colleges and universities. Students choose core electives from an approved list based on an engineering discipline of their choice. Students who are not prepared for calculus can take the prerequisite math courses at BCC.

Program Information

• Students may also elect to be in the UMass Dartmouth/BCC Cooperative Education program.

After BCC

• Graduates of this program have successfully transferred to many four-year institutions, including Brown University, Northeastern University, University of Massachusetts, University of Rhode Island, and Worcester Polytechnic Institute.

• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at BristolCC.edu/transfer.
### Infused General Education Competencies

**Oral Communication**

### DEGREE REQUIREMENTS

#### General Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Choose one of the following

- HST 113 | United States History to 1877 | 3 |
- Or
- HST 114 | United States History from 1877 | 3 |

#### Elective Courses

- Humanities Elective | 3 |
- Social Phenomenon Elective | 3 |

Humanities Elective: Choose from ARC 201, ART 105, ART 106, COM 160, ENG 217, ENG 251, ENG 252, ENG 257, ENG 259, ENG 261, ENG 264, HST 226, HST 252, HST 257, HST 259, HST 261, HST 265, HUM 160, HUM 254, PHL 101, or PHL 152

See General Education Competency Courses - Social Phenomenon (p. 488) for course listings: ECN 111, ECN 112, PHL 152, PSY 271 or SOC 101 recommended

#### Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 204</td>
<td>Engineering Applications of MATLAB</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Core Electives – Choose six of the following

- BIO 121 | Fundamentals of Biological Science I | 4 |
- BIO 122 | Fundamentals of Biological Science II | 4 |
- BIO 126 | Introduction to Biotechnology          | 3 |
- CAD 101 | Computer Aided Drafting                | 3 |
- CAD 111 | Mechanical Design with Solidworks      | 3 |
- CAD 128 | Civil Drafting and Design              | 3 |
- CHM 114 | Fundamentals of Chemistry II           | 4 |
- CIS 158  | Introduction to Procedural Programming | 4 |
- CIS 260  | Software Specification and Design      | 4 |
- EGR 103  | Computer Skills for Engineers and Technicians | 3 |
- EGR 111  | Fundamentals of Manual Machining       | 4 |
- EGR 131  | Introduction to Electrical Circuits    | 4 |
- EGR 137  | Digital Electronics                    | 4 |
- EGR 141  | Introduction to Environment            | 3 |
- EGR 151  | Electrical Machinery                   | 3 |
- EGR 171  | Fluid Systems                          | 4 |
- EGR 172  | Material Science                       | 4 |
- EGR 211  | Programmable Control Systems           | 4 |
- EGR 221  | Surveying I                            | 4 |
- EGR 222  | Surveying II                           | 4 |
- EGR 231  | Electrical Engineering I               | 3 |
- EGR 233  | Electrical Engineering I Laboratory    | 1 |
- EGR 232  | Electrical Engineering II              | 3 |
- EGR 234  | Electrical Engineering II Laboratory   | 1 |
- EGR 251  | Statics                                | 3 |
- EGR 253  | Advanced Statics                       | 1 |
- EGR 254  | Mechanics of Materials and Structures  | 4 |
- EGR 255  | Thermodynamics                          | 3 |
- EGR 272  | Strength of Materials                  | 4 |
- EGR 231/EGR 233 | Programmable Control Systems | 4 |
- EGR 232/EGR 234 | Surveying I | 4 |
- EGR 251/EGR 253 | Electrical Engineering I | 3 |
- EGR 231/EGR 233 | Electrical Engineering I Laboratory | 1 |
- EGR 232/EGR 234 | Electrical Engineering II | 3 |
- EGR 234/EGR 232 | Electrical Engineering II Laboratory | 1 |
- EGR 251 | Statics                                | 3 |
- EGR 253 | Advanced Statics                       | 1 |
- EGR 254 | Mechanics of Materials and Structures  | 4 |
- EGR 255 | Thermodynamics                          | 3 |
- EGR 272 | Strength of Materials                  | 4 |

EGR 231/EGR 233, EGR 232/EGR 234, EGR 251/EGR 253: Each pair (lecture/lab) counts as one course towards Core Electives requirement.

#### Math and Science Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 253</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MTH 254</td>
<td>Ordinary Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 253</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Summer courses will reduce fall and spring semester course loads.

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 253</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>
| Or
| EGR 211     | Programmable Control Systems             | 4       |
| EGR 221     | Surveying I                              | 4       |
| EGR 222     | Surveying II                             | 4       |
HST 114 United States History from 1877 3

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 204</td>
<td>Engineering Applications of MATLAB</td>
<td>1</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 254</td>
<td>Ordinary Differential Equations</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 204</td>
<td>Engineering Applications of MATLAB</td>
<td>1</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 254</td>
<td>Ordinary Differential Equations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Engineering Transfer Electives**

### BIO-ENGINEERING ELECTIVES

A rigorous, multi-disciplinary field that integrates engineering sciences, life sciences, bioresearch, and material design to prepare students for employment in the bioengineering, biomanufacturing, health care, public health and many other industries or to go on to medical or other graduate schools.

**DEGREE REQUIREMENTS**

**Recommended electives for UMD**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 231</td>
<td>Electrical Engineering I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 233</td>
<td>Electrical Engineering I Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

### CIVIL AND ENVIRONMENTAL ENGINEERING ELECTIVES

Plan, design, build, inspect and maintain a wide variety of facilities including bridges, roads and highways, industrial manufacturing, sanitation, water and wastewater treatment facilities. Civil engineers plan construction costs and materials, prepare drawings, and survey land.

Environmental engineers are involved with recycling and the prevention, control, or correction of pollution and other environmental hazards.

**DEGREE REQUIREMENTS**

**Recommended electives for UMD**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 128</td>
<td>Civil Drafting and Design</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 221</td>
<td>Surveying I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 222</td>
<td>Surveying II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTRICAL AND COMPUTER ENGINEERING ELECTIVES**

Design, develop, test, manufacture, and operate electrical and electronic equipment such as communication equipment, radar, industrial and medical measuring or process control devices, navigational equipment, computers, and computer networks. Computer engineers work on both computer hardware and software (programming) problems.

**DEGREE REQUIREMENTS**

**Recommended electives for UMD**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 158</td>
<td>Introduction to Procedural Programming</td>
<td>4</td>
</tr>
<tr>
<td>CIS 260</td>
<td>Software Specification and Design</td>
<td>4</td>
</tr>
<tr>
<td>EGR 131</td>
<td>Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 137</td>
<td>Digital Electronics</td>
<td>4</td>
</tr>
<tr>
<td>EGR 231</td>
<td>Electrical Engineering I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 233</td>
<td>Electrical Engineering I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>EGR 232</td>
<td>Electrical Engineering II</td>
<td>3</td>
</tr>
<tr>
<td>EGR 234</td>
<td>Electrical Engineering II Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

### ENERGY SYSTEMS & FACILITIES ENGINEERING ELECTIVES

These programs prepare graduates for careers in the energy industry undertaking engineering planning, design, and installation of various equipment and systems required for the generation, management and distribution of electrical power and in facilities engineering, management, and operations in positions providing for the safe, economical, and sustainable operation manufacturing plants, office buildings, hospitals, and power plants.

**DEGREE REQUIREMENTS**

**Recommended electives for Mass. Maritime**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 253</td>
<td>Advanced Statics</td>
<td>1</td>
</tr>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td>4</td>
</tr>
<tr>
<td>EGR 255</td>
<td>Thermodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>
MECHANICAL ENGINEERING ELECTIVES

Perhaps the broadest of all engineering disciplines, mechanical engineering is generally combined into three areas: energy, structures and motion in mechanical systems, and manufacturing used in combination to design, develop, test, and manufacture industrial machinery, consumer products, and other equipment.

DEGREE REQUIREMENTS

Recommended electives for UMD

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 231</td>
<td>Electrical Engineering I</td>
<td>3</td>
</tr>
<tr>
<td>EGR 233</td>
<td>Electrical Engineering I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 253</td>
<td>Advanced Statics</td>
<td>1</td>
</tr>
<tr>
<td>EGR 255</td>
<td>Thermodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

OTHER ENGINEERING DISCIPLINES

Students in this program can prepare themselves to continue their degree at a variety of transfer institutions in the engineering discipline of their choice including:

- Aerospace & Automotive
- Biomedical & Biotechnology
- Chemical and Petroleum
- Industrial & Facilities
- Materials & Biomaterials

To ensure transferability, consult with your advisor, applicable transfer agreements, and/or transfer institutions before selecting electives.

DEGREE REQUIREMENTS

FIRE SCIENCE TECHNOLOGY CAREER

Degree offered

Associate in Science in Fire Science Technology

Credits required 62/65

Dean

Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact

Stephen Rivard, Coordinator of Fire Science Technology, stephen.rivard@bristolcc.edu

Program Code: FS

Program Goals Statement

This program will prepare a new student for a career in the public fire service or private Fire Science field such as the insurance industry and enhance career advancements of current firefighters. Degree gives a solid background in the Fire Science core curriculum and general education.

Program Information

- Courses are offered both days and evenings.
- Courses delivered via traditional classroom or online.

Recommended Electives


After BCC

- Graduates are serving as local fire chiefs, captains, lieutenants, firefighters, fire inspectors, fire investigators, and insurance inspectors.
- Recent graduates have transferred to baccalaureate programs in Fire Science at Salem State College, Anna Maria College, and Providence College.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at BristolCC.edu/transfer

Infused General Education Competencies

Multicultural Perspective

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one 6-credit sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 111</td>
<td>Technical Mathematics for Fire Science</td>
<td>3</td>
</tr>
<tr>
<td>MTH 141</td>
<td>Technical Mathematics I</td>
<td>4</td>
</tr>
</tbody>
</table>

MTH 141 recommended for transfer purposes.
Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
</table>

**Elective Courses – Choose one of the following technical literacy electives**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 113</td>
<td>Hospitality Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 122</td>
<td>Internet Developer</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIR 111</td>
<td>Introduction to Fire Protection</td>
<td>3</td>
</tr>
<tr>
<td>FIR 113</td>
<td>Fundamentals of Fire Prevention</td>
<td>3</td>
</tr>
<tr>
<td>FIR 150</td>
<td>Fire Investigation</td>
<td>3</td>
</tr>
<tr>
<td>FIR 157</td>
<td>Leadership and Command</td>
<td>3</td>
</tr>
<tr>
<td>FIR 159</td>
<td>Building Construction for Fire Prevention</td>
<td>3</td>
</tr>
<tr>
<td>FIR 253</td>
<td>Firefighting Tactics and Strategy</td>
<td>3</td>
</tr>
<tr>
<td>FIR 261</td>
<td>Fire Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>FIR 262</td>
<td>Fire &amp; Emergency Safety &amp; Survival</td>
<td>3</td>
</tr>
<tr>
<td>FIR 263</td>
<td>Fire Protection Systems and Equipment</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELECTIVE</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
</tbody>
</table>

FIR 170 and FIR 171: taken in sequence, or six credits of program electives from CRJ 101, CRJ 221, CRJ 256.

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>FIR 111</td>
<td>Introduction to Fire Protection</td>
<td>3</td>
</tr>
<tr>
<td>FIR 113</td>
<td>Fundamentals of Fire Prevention</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 111</td>
<td>Technical Mathematics for Fire Science</td>
<td>3</td>
</tr>
<tr>
<td>MTH 141</td>
<td>Technical Mathematics I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>FIR 150</td>
<td>Fire Investigation</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>FIR 159</td>
<td>Building Construction for Fire Prevention</td>
<td>3</td>
</tr>
<tr>
<td>FIR 261</td>
<td>Fire Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>FIR 262</td>
<td>Fire &amp; Emergency Safety &amp; Survival</td>
<td>3</td>
</tr>
<tr>
<td>FIR 263</td>
<td>Fire Protection Systems and Equipment</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIR 157</td>
<td>Leadership and Command</td>
<td>3</td>
</tr>
<tr>
<td>FIR 253</td>
<td>Firefighting Tactics and Strategy</td>
<td>3</td>
</tr>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
<tr>
<td>Program Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Studies Transfer or Career**

**GENERAL STUDIES/APPLIED TECHNICAL STUDIES**

**Degree offered**

Associate in Arts or Associate in Science in General Studies (Applied Technical Studies)

**Credits required 60**

Dean

Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact

Eileen Young, Department Chairperson, Engineering and Green Technologies, eileen.young@bristolcc.edu

Program Code: GS

Concentration Code: GST

**Program Goals Statement**
This program provides students an opportunity to explore the Applied Technology programs available at the College. Completion of an Applied Technology program can prepare students for a wide variety of careers including programming positions in business and industry with a Computer Information Systems degree, technicians and designers positions with an Engineering Technology degree or positions in the public or private insurance field with a Fire Science degree.

**Program Information**

- Students should take any required developmental courses in their first semester.
- Students have access to outstanding state-of-the-art technology and learn from faculty in touch with the needs of industry, both locally and nationally. Courses are constantly evolving to reflect current trends.
- Students should be in a Math course every semester until they have completed their sequence.
- Courses are offered both days and evenings, are delivered via traditional classroom or online and taking summer courses can reduce fall and spring semester course loads.
- Students should consider completing certificates that contain required program courses that will complement their degree.

**After BCC**

- Students are encouraged to select a specific Applied Technology program including Computer Information Systems Engineering Technology, Fire Science or an Applied Technology Certificate(s).
- Graduates from these programs can:
  a. Serve as firefighters, fire inspectors, fire investigators, and insurance inspectors.
  b. Work as manufacturing and industrial technicians and designers.
  c. Start their own businesses or work as programmers, analysts, systems administrators, or software developers.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**DEGREE REQUIREMENTS**

### General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
<tr>
<td>CIT 113</td>
<td>Applied Technology Exploration</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose One Historical Perspectives Course**

- HST 113 United States History to 1877 | 3
- HST 114 United States History from 1877 | 3

**Choose One Program Exploratory Course**

- CIS 120 Programming: Logic, Design and Implementation | 3
- CIS 121 Operating Systems | 3
- EGR 124 Soils and Foundations | 3
- EGR 137 Digital Electronics | 4
- EGR 141 Introduction to Environment | 3
- EGR 172 Material Science | 4
- FIR 111 Introduction to Fire Protection | 3

**Program Electives**

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as early as possible.

Recommended electives include: ARC, BIO, BUS, CAD, CED, CIS, CIT, EGR, FIR, GIS, GLG, HLT, MAN, MTH, OFC, OFP, PHY, SCI, SSC, COM 102, ENG 215, and CHM 111 or higher.

**NOTE TO STUDENTS** - When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation is a set of courses (34 credits) that are accepted at all Massachusetts community colleges, state universities and the University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 113</td>
<td>Applied Technology Exploration</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>BUS 115</td>
<td>Fundamentals of an Enterprise</td>
<td>1</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Fall Semester 3
Program Electives

Recommended Course Sequence - Spring Semester 4
Program Electives

GENERAL STUDIES/HEALTH & LIFE SCIENCES STUDIES

Degree offered
Associate in Science in General Studies (Health & Life Sciences Studies)

Credits required 60

Dean
Sarmad Saman, Mathematics, Science and Engineering, sarmad.saman@bristolcc.edu

Program contact
Michael Sipala, michael.sipala@bristolcc.edu

Program Code: GS
Concentration Code: GSH

Program Goals Statement
This program provides students an opportunity to explore the Health & Life Sciences programs available at the College. It can also help prepare students for application to the College's Health Sciences programs. It does not guarantee admission to any competitive admission program but does guide students in choosing courses that provide sound preparation for admission to those programs. Completion of a Health or Life Sciences degree can prepare students for a wide variety of careers in health, biotechnology or veterinary-related fields or for transfer to a four-year college or university Life Science program.

Program Information

• Students should take any required developmental courses in their first semester. College level reading and math skills are necessary to be successful in this program. Failure to complete these in a timely manner could adversely impact student performance and admission into competitive admission programs.

• Students have access to outstanding state-of-the-art laboratories and learn from faculty in touch with the needs of local healthcare providers. Courses reflect current clinical and scientific trends.

• Many courses are offered days and evenings and delivered in traditional face to face or online delivery formats. It is strongly advised to take summer courses to reduce fall and spring semester course loads.

• Students should consider completing certificates that contain required program courses that will complement their degree.

After BCC

• Students are encouraged to select and apply for a specific Health or Life Science program Biology, Biotechnology, Dental Hygiene, Nursing Occupational Therapy, Clinical Lab Science, Health Information Management, Veterinary Healthcare Assistant and/or a Health or Life Sciences Certificate(s).

• While enrollment in this program does NOT guarantee admission to any competitive admission program, many successful Health Science graduates began their college careers in the General Studies or Liberal Arts programs. Admission to Health Sciences is competitive, but this program provides students a structured way to complete the necessary courses to make themselves better prepared candidates. Refer to the specific program description elsewhere in the catalog for Admissions standards for your program of interest.

• If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.bristolcc.edu/transfer

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
</tbody>
</table>

For Career Programs, take BIO 111.

For Transfer Programs, take BIO 121.

Choose one Historical Perspectives Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one Humanities Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
</tbody>
</table>
SCI 125  Social and Ethical Issues in Science, Technology, and Health Science  3

Choose one Program Exploratory Course

ANS 101  Introduction to Animal Care & Management  3
BIO 127  Introduction to Biotechniques  4
CHM 111  General College Chemistry I  4
CHM 113  Fundamentals of Chemistry I  4
CHM 115  Health Science Chemistry I  4
HLT 106  Medical Language  3
HLT 116  Introduction to Healthcare  3
MAA 101  Medical Terminology  3
PSY 252  Child Development  3

For programs in which HLT 101, HLT 102, or HLT 106 are required, MAA 101 does not substitute for them.

Choose one Multicultural Perspective Elective

Multicultural Perspective Elective  3

Courses that fulfill the Multicultural Perspective Requirements (p. 488)

Technical Literacy Elective

Waived for students who have successfully completed two (2) online courses.

Program Electives

• Consult with your advisor to select college-level courses to achieve a total of at least 60 credits.

• Students should complete the required General Courses as early as possible.

• Recommended Electives (provided the Admissions requirements and other prerequisites have been met) include: ANS, BIO, CED, FIR, HLT, MAA, OFC, SCI, SER, SOC and CHM 111 or higher.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see:http://www.mass.edu/masstransfer/gened/home.asp)

Recommended Course Sequence - Fall Semester 1

MTH 119  Fundamental Statistics  3
CSS 101  College Success Seminar  1
BIO 111  General Biology I  4
Or
BIO 121  Fundamentals of Biological Science I  4
ENG 101  Composition I: College Writing  3
PSY 101  General Psychology  3

Students should complete required developmental courses without delay.

Recommended Course Sequence - Spring Semester 2

BIO 233  Human Anatomy and Physiology I  4
Or
BIO 111  General Biology I  4
Or
BIO 121  Fundamentals of Biological Science I  4
ENG 102  Composition II: Writing about Literature  3
SOC 101  Principles of Sociology  3
COM 101  Fundamentals of Public Speaking  3
Or
SCI 125  Social and Ethical Issues in Science, Technology, and Health Science  3
PHL 152  Ethics: Making Ethical Decisions in a Modern World  3
Or
MTH 119  Fundamental Statistics  3

Recommended Course Sequence - Fall Semester 3

HST 113  United States History to 1877  3
Or
HST 114  United States History from 1877  3
Technical Literacy Elective  3
Program Electives

Recommended Course Sequence - Spring Semester 4

Program Electives

Students who intend to transfer to another college or university should select the General Studies (MassTransfer) program.

Completion of this program option does not imply or guarantee acceptance into any of Bristol Community College’s health career programs.

GENERAL STUDIES/STEM TRANSFER STUDIES

Degree offered

Associate in Science in General Studies (STEM Transfer Studies)

Credits required 60

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Dan Avedikian, STEM Coordinator and Professor of Mathematics, dan.avedikian@bristolcc.edu

Program Code: GS
Concentration Code: TBD

**Program Goals Statement**
This program provides students an opportunity to explore the Science, Technology, Engineering and Mathematics (STEM) Transfer programs available at the College. Completion of a STEM program can prepare students to transfer to a wide variety of bachelor's degree fields including: Biology, Biotechnology, Chemistry, Computer Science, Engineering Science, Information Systems, Mathematics and Physics.

**Program Information**
- Students should take any required developmental courses in their first semester.
- Students have access to outstanding STEM laboratory facilities and learn from faculty involved in state-of-the-art research activities. Courses are constantly evolving to reflect current trends.
- Students should be in a Math course every semester until they have completed their sequence.
- Courses are offered both days and evenings, are delivered via traditional classroom or online, and taking summer courses can reduce fall and spring semester course loads.
- Students should consult applicable Transfer Agreements and/or desired transfer institution to insure the transferability of courses.

**After BCC**
- Students are encouraged to select a specific STEM Transfer program, including Computer Science and Information Systems Transfer, Engineering Transfer, Liberal Arts Math and Science Concentration or Life Sciences Biology Concentration, before completing more than 32 credits.
- Recent graduates have transferred to Bridgewater, Brown, Bryant, Northeastern, Rhode Island College, Roger Williams, University of Massachusetts at Amherst and Dartmouth, University of Rhode Island, Wentworth Institute of Technology and Worcester Polytechnic Institute.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

**DEGREE REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th>Recommended Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I 4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking 3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Concentration Code: TBD</th>
<th>CSS 101 College Success Seminar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Goals Statement</td>
<td>ENG 101 Composition I: College Writing</td>
</tr>
<tr>
<td></td>
<td>ENG 102 Composition II: Writing about Literature</td>
</tr>
<tr>
<td></td>
<td>SOC 101 Principles of Sociology</td>
</tr>
<tr>
<td></td>
<td>PHL 152 Ethics: Making Ethical Decisions in a Modern World</td>
</tr>
</tbody>
</table>

**Choose One Historical Perspectives Course**
- HST 113 United States History to 1877 3
- HST 114 United States History from 1877 3

**Choose Two Mathematics Courses**
- MTH 152 College Algebra 3
- MTH 172 Precalculus with Trigonometry 4
- MTH 214 Calculus I 4

**Choose one Technical Literacy Course**
- CAD 101 Computer Aided Drafting 3
- CIS 120 Programming: Logic, Design and Implementation 3
- CIS 123 Object-Oriented Concepts 3
- CIS 157 Object-Oriented JAVA Programming I 4
- EGR 103 Computer Skills for Engineers and Technicians 3

**Choose one Science Course**
- BIO 121 Fundamentals of Biological Science I 4
- CHM 114 Fundamentals of Chemistry II 4
- PHY 211 General Physics I 4

**Program Electives**
*Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required General Courses as early as possible.*

Recommended electives (provided include: AGR, BIO, BUS, CAD, CED, CIS, CIT, EGR, GLG, MTH, PHY, SCI, ENG 215, and CHM 114 or higher.

**NOTE TO STUDENTS:** When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation are a set of courses (34 credits) that are accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: http://www.mass.edu/masstransfer/gened/home.asp)

**Recommended Course Sequence - Fall Semester 1**
- CHM 113 Fundamentals of Chemistry I 4
- COM 101 Fundamentals of Public Speaking 3
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3
- MTH 152 College Algebra 3
- Or
- MTH 172 Precalculus with Trigonometry 4
Recommended Course Sequence - Spring Semester 2

ENG 102  Composition II: Writing about Literature  3
HST 113  United States History to 1877  3
Or
HST 114  United States History from 1877  3
MTH 172  Precalculus with Trigonometry  4
Or
MTH 214  Calculus I  4
Technical Literacy Elective  3
Science Elective  3-4

Recommended Course Sequence - Fall Semester 3

PHL 152  Ethics: Making Ethical Decisions in a Modern World  3

Recommended Course Sequence - Spring Semester 4

Program Electives

Liberal Arts and Sciences

MATH AND SCIENCE TRANSFER

Degree offered
Associate in Arts in Liberal Arts & Sciences (Math and Science)

Credits required 62

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Dan Avedikian, Department Chair of Mathematics and Professor of Mathematics, dan.avedikian@bristolcc.edu

Program Code: LA

Concentration Code: LAM

Program Goals Statement
The Liberal Arts and Sciences program provides a comprehensive and rigorous foundation for transfer to a Bachelor of Arts or Science degree in the liberal arts disciplines or to professional studies in education, law or medicine. The program values lifelong learning for success of the individual as well as the community.

Program Information

- Academic and transfer advisors assist students in selecting courses to fulfill program requirements and general education requirements at senior institutions to ensure a smooth transfer.

Recommendations

- Take RDG 080 or RDG 090 in the first semester if required and meet prerequisites for English and math courses as soon as possible. See course descriptions for details.

- Lab science courses may also require a year of high school lab science or CHM 090 as a prerequisite.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses
COM 101  Fundamentals of Public Speaking  3
CSS 101  College Success Seminar  1
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3

Choose one two-course sequence
HST 111  The West and the World I  3
And
HST 112  The West and the World II  3
Or
HST 113  United States History to 1877  3
And
HST 114  United States History from 1877  3

Choose two of the following
MTH 152  College Algebra  3
MTH 172  Precalculus with Trigonometry  4
MTH 214  Calculus I  4
MTH 215  Calculus II  4

Elective Courses – Choose one Global Awareness elective
SOC 101  Principles of Sociology  3
SOC 212  The Sociology of Social Problems  3
SOC 252  The Sociology of Human Relations  3
SSC 217  Technology and Society  3

Elective Courses – Choose one Multicultural Perspective elective
Multicultural Perspective Elective  0-3

See General Education Competency Courses - Multicultural Perspective (p. 488) for course listings

(May be met by Behavioral/Social Science - See Transfer Electives - Behavioral and Social Science for course listings)

Elective Courses – Choose one Technical Literacy elective
ART 251  Photography II: Digital  3
ART 260  Computer Graphics  3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

waived for students who have successfully completed at least two (2) on-line courses

**Elective Courses – Choose two Behavioral/Social Science and two Lab Science electives**

- Behavioral/Social Science Elective: 3
- Behavioral/Social Science Elective: 3
- Lab Science Elective: 4
- Lab Science Elective: 4

Choose courses from Transfer Electives and Elective Recommendations

**Elective Courses – Choose two 4-credit math and science electives**

- Math and Science Elective: 4
- Math and Science Elective: 4

Work closely with an advisor to determine which courses are most useful to your career/transfer goals

**Program Electives**

ELECTIVE(S) as required

Choose electives as needed from any of the lists of approved courses in the Transfer Electives and Elective Recommendations. Select electives to meet the general education and program guidelines of the desired transfer school(s)

**Program Electives**

ELECTIVE(S) as required

Choose electives as needed from any of the lists of approved courses in the Transfer Electives and Elective Recommendations. Select electives to meet the general education and program guidelines of the desired transfer school(s)

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>History Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mathematics Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
</tbody>
</table>

HST 114 United States History from 1877 3

**Recommended Course Sequence - Summer**

Any Liberal Arts program courses for which prerequisites have been met. Summer courses will reduce fall and spring semester course loads.

**Recommended Course Sequence - Fall Semester 3**

- Global Awareness Elective: 3
- Technical Literacy Elective: 3
- Science Elective: 3
- Lab Science Elective: 4
- Multicultural Perspective Elective: 3

**Recommended Course Sequence - Spring Semester 4**

Electives as needed to complete 60 credits

Science Elective: 3

**PSYCHOLOGY TRANSFER**

**Degree offered**

Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

**Credits required 60 - 63**

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Mary Zahm, Department Chairperson and Instructor of Psychology, mary.zahm@bristolcc.edu

Program Code: LA

Concentration Code: LAPY

**Program Goals Statement**

The Liberal Arts/Psychology Transfer program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts degree in Psychology. The program values lifelong learning for success of the individual as well as the community.

**After BCC**

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

- Liberal Arts/Psychology Transfer is a MassTransfer A2B Mapped program with the Massachusetts State Universities or Universities of Massachusetts. When choosing electives complete an A2B program search at
www.mass.edu/masstransfer to ensure all credits will be transferred and applied to your degree.

**DEGREE REQUIREMENTS**

**General Courses**
- COM 101  Fundamentals of Public Speaking  3
- ENG 101  Composition I: College Writing  3
- ENG 102  Composition II: Writing about Literature  3
- MTH 119  Fundamental Statistics  3
- PSY 101  General Psychology  3
- PSY 165  Psychology of Learning, Motivation, and Achievement  3
- CSS 101  College Success Seminar  1
- PSY 230  Statistics for Psychology  4

**Choose one two-course sequence**
- HST 111  The West and the World I  3
- HST 112  The West and the World II  3
- Or
  - HST 113  United States History to 1877  3
  - HST 114  United States History from 1877  3

**Choose one 4-credit Lab Science Elective**
- Suggested Electives:
  - BIO 111  General Biology I  4
  - BIO 115  Survey of Human Anatomy and Physiology  4
  - BIO 121  Fundamentals of Biological Science I  4
  - BIO 122  Fundamentals of Biological Science II  4

**Choose One 3-4 Credit Science Elective**

Science Elective  3-4

**Multicultural Perspective – Choose One**

Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.

Multicultural Perspective Elective  3

**Global Awareness – Choose One**

Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.

Global Awareness Elective  3

**Program Psychology Electives**

Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).

- PSY 252  Child Development  3
- PSY 253  Adolescent Psychology  3
- PSY 254  Psychology of Personality  3
- PSY 255  Abnormal Psychology  3
- PSY 257  Social Psychology  3
- PSY 290  Psychology of Learning  3

**Additional Electives**

Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

**Recommended Course Sequence - Fall Semester 1**

- PSY 165  Psychology of Learning, Motivation, and Achievement  3
- Or
  - CSS 101  College Success Seminar  1
- ENG 101  Composition I: College Writing  3
- COM 101  Fundamentals of Public Speaking  3
- MTH 119  Fundamental Statistics  3
- PSY 101  General Psychology  3

**Recommended Course Sequence - Spring Semester 2**

- ENG 102  Composition II: Writing about Literature  3
- HST 111  The West and the World I  3
- Or
  - HST 113  United States History to 1877  3
  - PSY 230  Statistics for Psychology  4
  - Multicultural Perspective Elective  3
  - Program Elective  3

**Recommended Course Sequence - Fall Semester 3**

- HST 112  The West and the World II  3
- Or
  - HST 114  United States History from 1877  3
  - Science Elective  3-4
  - Two Program Electives  6

**Recommended Course Sequence - Spring Semester 4**

- Lab Science Elective  4
- Program Elective  3
- Elective  3
- Elective  3

**PSYCHOLOGY TRANSFER**

**Degree offered**

Associate in Arts in Liberal Arts & Sciences (Psychology Transfer)

**Credits required 60 - 63**

Dean

Kathleen Pearle, kathleen.pearle@bristolcc.edu
Program contact
Mary Zahm, Department Chairperson and Instructor of Psychology, mary.zahm@bristolcc.edu

Program Code: LA
Concentration Code: LAPY

Program Goals Statement
The Liberal Arts/Psychology Transfer program provides a comprehensive and rigorous foundation for students who plan to transfer to complete a Bachelor of Arts degree in Psychology. The program values lifelong learning for success of the individual as well as the community.

After BCC
• BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer
• Liberal Arts/Psychology Transfer is a MassTransfer A2B Mapped program with the Massachusetts State Universities or Universities of Massachusetts. When choosing electives complete an A2B program search at www.mass.edu/masstransfer to ensure all credits will be transferred and applied to your degree.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking 3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature 3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics 3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement 3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar 1</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Statistics for Psychology 4</td>
</tr>
</tbody>
</table>

Choose one two-course sequence
HST 111         | The West and the World I 3 |
HST 112         | The West and the World II 3 |
HST 113         | United States History to 1877 3 |
HST 114         | United States History from 1877 3 |

Choose one 4-credit Lab Science Elective
Suggested Electives:
BIO 111         | General Biology I 4 |
BIO 115         | Survey of Human Anatomy and Physiology 4 |
BIO 121         | Fundamentals of Biological Science I 4 |
BIO 122         | Fundamentals of Biological Science II 4 |

Choose One 3-4 Credit Science Elective
Science Elective 3-4

Multicultural Perspective – Choose One
Choose one course from Transfer Electives and Elective Recommendations that also meets this BCC General Education requirement.
Multicultural Perspective Elective 3

Global Awareness – Choose One
Choose a course from Transfer electives and elective recommendations that also meet this BCC General Education requirement.
Global Awareness Elective 3

Program Psychology Electives
Choose four of the following courses to meet the MassTransfer A2B Mapped Psychology Pathway. Select electives that meet the general education and program guidelines of the desired transfer school(s).
PSY 252         | Child Development 3 |
PSY 253         | Adolescent Psychology 3 |
PSY 254         | Psychology of Personality 3 |
PSY 255         | Abnormal Psychology 3 |
PSY 257         | Social Psychology 3 |
PSY 290         | Psychology of Learning 3 |

Additional Electives
Choose three additional electives either from the MassTransfer A2B Mapped Psychology pathway courses listed above or MassTransfer Behavioral Social Science Electives that meet the General Education and program guidelines of the desired transfer school(s).

Recommended Course Sequence - Fall Semester 1
PSY 165         | Psychology of Learning, Motivation, and Achievement 3 |
CSS 101         | College Success Seminar 1 |
ENG 101         | Composition I: College Writing 3 |
COM 101         | Fundamentals of Public Speaking 3 |
MTH 119         | Fundamental Statistics 3 |
PSY 101         | General Psychology 3 |

Recommended Course Sequence - Spring Semester 2
ENG 102         | Composition II: Writing about Literature 3 |
HST 111         | The West and the World I 3 |
HST 113         | United States History to 1877 3 |
PSY 230         | Statistics for Psychology 4 |
Multicultural Perspective Elective 3 |
Program Elective 3
**Recommended Course Sequence - Fall Semester 3**

- HST 112  
  The West and the World II  
  3
- Or
- HST 114  
  United States History from 1877  
  3
- Science Elective  
  3-4
- Two Program Electives  
  6
- Credits  
  Global Awareness Elective  
  3

**Recommended Course Sequence - Spring Semester 4**

- Lab Science Elective  
  4
- Program Elective  
  3
- Elective  
  3
- Elective  
  3
- Elective  
  3

**LIBERAL ARTS AND SCIENCES/THEATRE TRANSFER**

**Degree offered**

Associate in Arts in Liberal Arts & Sciences (Theatre Concentration)

**Credits required 62**

Dean  
Ulli K. Ryder

Program contact  
David Ledoux, Theatre Director and Professor of Theatre/English, ext. 2440

Program Code: LA  
Concentration Code: LAT

**Program Goals Statement**

The focus of this program is to establish a strong foundation in the fundamentals of professional theatre-making. This program is designed to provide hands-on training where students can learn their craft experientially. Upon completion of the program, students will be prepared to transfer to a four-year institution and/or begin working professionally. A rigorous course of study that prepares students for the competitive demands of the professional world is met with an inclusive, safe, and nurturing space for artistic exploration and personal growth.

**Student Learning Outcomes**

See Learning Outcomes

**Recommendations**

- Plan to give time to learn your craft. Developing theatre skills is demanding. You will be an active part of your education. Plan your studies to include extracurricular involvement in theatre work.

**After BCC**

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit Transfer Affairs website at www.BristolCC.edu/transfer

**Infused General Education Competencies**

Multicultural Perspective, Oral Communication

- Many students have continued studies in theatre at Tisch School of the Arts at New York University, Hofstra University, Marymount Manhattan College, Emerson College, Brown University, Rhode Island College, University of Rhode Island, Bridgewater State College, North Carolina School of Arts, and others.
- Alumni have worked in all aspects of theatre performance and administration locally and nationally.

**DEGREE REQUIREMENTS**

Choose one of the following

- MTH 119  
  Fundamental Statistics  
  3
- MTH 125  
  Modern College Mathematics  
  3

**General Courses**

- CSS 101  
  College Success Seminar  
  1
- ENG 101  
  Composition I: College Writing  
  3
- ENG 102  
  Composition II: Writing about Literature  
  3
- ENG 258  
  Shakespeare: His Plays  
  3
- HST 111  
  The West and the World I  
  3
- HST 112  
  The West and the World II  
  3
- PSY 101  
  General Psychology  
  3

**Elective Courses – Choose one Lab Science elective**

Lab Science Elective  
4

See Transfer Electives and Recommendations - Science Electives for course listings and choose a four credit lab science

**Program Courses**

- THE 101  
  Introduction to the Theatre  
  3
- THE 112  
  Actor's Workshop  
  3
- THE 113  
  Scene Study  
  3
- THE 114  
  Playwriting  
  3
- THE 115  
  Director's Workshop  
  3
- THE 117  
  Theatre History - The Early Years  
  3
- THE 118  
  Theatre History - The Modern Years  
  3
- THE 122  
  Theatre Rehearsal and Performance (Fall)  
  4
The Theatre Rehearsal and Performance (Spring) 3

THE 135 Stagecraft (Fall) 2
THE 136 Stagecraft (Spring) 2

Choose one of the following
THE 121 Voice Production 3
THE 134 Puppet/Mask Workshop 3

Recommended Electives
Lab Science Elective 4

Program Elective (Choose one)
THE 121 Voice Production 3
THE 134 Puppet/Mask Workshop 3

Recommended Course Sequence - Fall Semester 1

Recommended Course Sequence - Spring Semester 2
ENG 102, HST 112, THE 113, THE 114, MTH 119 or MTH 125

Recommended Course Sequence - Fall Semester 3

Recommended Course Sequence - Spring Semester 4

Life Sciences

LIFE SCIENCES/BIOLOGY

Degree offered
Associate in Science in Life Sciences (Biology)

Credits required 66 - 67

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program Contact
Michael Sipala, Coordinator of Life Sciences, michael.sipala@bristolcc.edu

Program Code: LFBI
Concentration Code: BI

Program Goals Statement
This program is designed for students who plan to transfer to a 4-year institution and major in Biology or another Life Science field. The goal is to provide students with the necessary skills and background to be successful at a 4-year institution.

Program Information

- This program is designed to prepare students for transfer to a 4-year institution to major in Biology or another Life Science Field, and will give them a foundation for work in Pre-med, Pre-vet and other Health Science fields.

- Students will take a variety of transferable General Studies courses, as well as select Biology Elective courses in their area of interest.

- After completion of the degree, students have a strong foundation in Biology that will allow them to be successful in their next program.

After BCC

- With an Associates in Science - Life Science/Biology degree, students will be able to transfer to a 4-year institution with a solid background in Biology that will allow them to take upper level Biology classes at their next institution. Also, they will have completed many General Studies requirements that should transfer to their new school.

- BCC participates in the Statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantees admission and credit transfer.

- For a complete listing of eligible MassTransfer programs and current articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>BIO 121</th>
<th>Fundamentals of Biological Science I</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

General Courses

| ENG 101 | Composition I: College Writing | 3 |
| ENG 102 | Composition II: Writing about Literature | 3 |
| COM 101 | Fundamentals of Public Speaking | 3 |
| CSS 101 | College Success Seminar | 1 |
| PSY 101 | General Psychology | 3 |
| And choose two of the following
| MTH 214 | Calculus I | 4 |
| MTH 152 | College Algebra | 3 |
| MTH 172 | Precalculus with Trigonometry | 4 |
| And choose one of the following
<p>| HST 111 | The West and the World I | 3 |</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Program Electives - Choose 12 credits from the following (at least 2 must be lab courses)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
<tr>
<td>BIO 129</td>
<td>Field Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 130</td>
<td>The Biology and Behavior of Birds</td>
<td>4</td>
</tr>
<tr>
<td>BIO 154</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205</td>
<td>Animal Behavior</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BIO 132</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 235</td>
<td>Fundamentals of Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Introduction to Immunology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 225</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>SCI 119</td>
<td>Coastal Science</td>
<td>4</td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td>4</td>
</tr>
</tbody>
</table>

**Elective Courses - Choose 2 Behavioral/Social Sciences**

Any GVT OR any SOC

**Elective Courses - Choose 1 Technical Literacy**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Basic Computing Skills</td>
<td>3</td>
</tr>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses - Choose 1 Multicultural Perspective**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of Contemporary American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American Women's Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indian Peoples</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in American History</td>
<td>3</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

Life Sciences Biology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at [www.mass.edu/masstransfer](http://www.mass.edu/masstransfer) to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Life Sciences Biology A2B Program, the following **Courses** are required:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

In addition, students are required to take a minimum of **Seven (7) Major Elective Credits** from the list below to satisfy the A2B requirements.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>
MTH 214 Calculus I 4
Program Elective 3

Recommended Course Sequence - Spring Semester 4
Program Elective 3
Program Elective 3
PSY 101 General Psychology 3
Multicultural Perspective Elective 3
Behavioral/Social Science Elective 3

LIFE SCIENCES/BIOTECHNOLOGY AND FORENSIC DNA

Degree offered
Associate in Science in Life Sciences (Biotechnology and Forensic DNA)

Credits required 69 - 72

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Katie Lefebvre, Coordinator of Biotechnology, katie.lefebvre@bristolcc.edu

Program Code: LFBT
Concentration Code: BT

Program Goals Statement
This program is designed to provide the student with the biological and chemical background to seek employment as a lab technician in the biotechnology/biomedical sectors.

Program Information
• This program is designed to prepare students for employment as a laboratory technician in the biotechnology/biomedical sector.
• BCC offers several tutoring services and developmental courses to meet your career and academic goals.
• Students should consider the following courses that will enhance their knowledge of the Biomedical/Biotechnology field: BIO 241, MED 205, MTH 251, or MTH 252. Please be aware that these do not apply to the degree requirements, however.

After BCC
• With the continually growing biotech industry in Massachusetts, there is an ever-increasing need for laboratory technicians. The BCC Biotechnology and Forensic DNA degree prepares students for work in both industrial and academic laboratories.

• BCC participates in the Statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantees admission and credit transfer.
• For a complete listing of eligible MassTransfer programs and current articulation agreements, visit the Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

Program Courses
BIO 121 Fundamentals of Biological Science I 4
BIO 126 Introduction to Biotechnology 3
BIO 127 Introduction to Biotechniques 4
BIO 239 Elements of Microbiology 4
BIO 240 Cell Biology 4
CED 210 Cooperative Work Experience 3
BIO 250 Introduction to Immunology 4
CHM 225 Biochemistry 4
SCI 125 Social and Ethical Issues in Science, Technology, and Health Science 3

And
CHM 115 Health Science Chemistry I 4
And
CHM 116 Health Science Chemistry II 4
Or
CHM 113 Fundamentals of Chemistry I 4
And
CHM 114 Fundamentals of Chemistry II 4

Students must take one series (113 and 114) or the other (115 and 116) based on transfer institution requirements.

General Courses
COM 101 Fundamentals of Public Speaking 3
CSS 101 College Success Seminar 1
ENG 101 Composition I: College Writing 3
ENG 102 Composition II: Writing about Literature 3
ENG 215 Technical Writing 3
MTH 119 Fundamental Statistics 3
PSY 101 General Psychology 3

Elective Courses - Choose 1 Behavioral/Social Sciences
SOC 101 Principles of Sociology 3
SOC 257 Social Issues in Loss 3

Elective Courses - Technical Literacy
EGR 103 Computer Skills for Engineers and Technicians 3

Waived if student takes two online courses.
Elective Courses - Choose 1 Multicultural, Global and Historic Awareness

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 115</td>
<td>Health Science Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 116</td>
<td>Health Science Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 240</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>SCI 125</td>
<td>Social and Ethical Issues in Science,</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Technology, and Health Science</td>
<td></td>
</tr>
<tr>
<td>BIO 239</td>
<td>Elements of Microbiology</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>CHM 225</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>BIO 250</td>
<td>Introduction to Immunology</td>
<td>4</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Technical Literacy Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Goals Statement

This program meets the requirements of the MassTransfer policy. Community college students who graduate from the Environmental Science program receive the benefit of full transfer and applicability of credit, guaranteed admission, and a tuition discount at any Massachusetts state college or university. Each benefit is based on the student’s final grade point average.

Program Information

- Get started on math courses immediately, particularly if you need developmental work. Choose electives with the help of the program director.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>SCI 112</td>
<td>Principles of Ecology</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose two of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Code: AS
Elective Courses – Choose one Multicultural Perspective elective from the following

- HST 114 United States History from 1877 3
- HST 252 African-American History 3
- HST 259 History of North American Indian Peoples 3
- HST 265 Immigration and Ethnicity in American History 3
- ENG 217 Writings from the Margins of Contemporary American Literature 3
- ENG 257 Contemporary African-American Women’s Writing 3
- ENG 259 Native American Novels 3

Choose one Technical Literacy elective from the following

- CIS 110 Basic Computing Skills 3
- CIS 111 Introduction to Business Information Systems 3
- EGR 103 Computer Skills for Engineers and Technicians 3

-Waived for students who have successfully completed two (2) online courses

Choose two Behavioral/Social Science electives from the following

- SSC 217 Technology and Society 3
- SSC 101 Introduction to Geography 3
- GVT 111 U.S. Government 3
- ECN 111 Principles of Economics-Macro 3
- ECN 112 Principles of Economics-Micro 3

Program Electives - Choose three of the following

- BIO 129 Field Biology 4
- BIO 130 The Biology and Behavior of Birds 4
- BIO 132 Marine Biology 4
- BIO 239 Elements of Microbiology 4
- CHM 120 Environmental Chemistry 4
- EGR 141 Introduction to Environment 3
- EGR 245 Hazardous Waste/Waste Management 4
- GLG 101 Introduction to Physical Geology 4
- PHY 101 Technical Physics I 4
- PHY 102 Technical Physics II 4
- SCI 119 Coastal Science 4
- SCI 240 Introduction to Oceanography 4

Recommended Course Sequence - Fall Semester 1

- BIO 121 Fundamentals of Biological Science I 4
- CHM 113 Fundamentals of Chemistry I 4
- CSS 101 College Success Seminar 1
- ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Spring Semester 2

- BIO 122 Fundamentals of Biological Science II 4
- CHM 114 Fundamentals of Chemistry II 4
- ENG 102 Composition II: Writing about Literature 3
- Technical Literacy Elective 3
- Mathematics Elective 3

Recommended Course Sequence - Fall Semester 3

- Behavioral/Social Science Elective 3
- Multicultural Perspective Elective 3
- SCI 112 Principles of Ecology 4
- Program elective 1 or 2 3

Recommended Course Sequence - Spring Semester 4

- Behavioral/Social Science Elective 3
- Program elective 1 or 2 3
- Other Electives 3

LIFE SCIENCES/SUSTAINABLE AGRICULTURE

Degree offered
Associate in Science in Life Sciences (Sustainable Agriculture)

Credits required 61

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Kimberly Amaral Newton, Coordinator and Professor of Biology, kimberly.newton@bristolcc.edu

Program Code: AS

Concentration Code: LFSA

Program Goals Statement
The Sustainable Agriculture program is designed to address the issues of a safe, reliable food supply and the environmental relationships of agriculture with resource use, energy consumption and climate change. The goal of this program is to provide the practical training and experience for sustainable farming and gardening and is directed towards new farmers, gardeners, landscapers, nursery producers, and farm managers. Graduates will be prepared to enter farming, gardening, community organizations, agricultural businesses, or to continue their education in sustainable food production and agricultural professions.

Program Information
- Graduates are prepared with the scientific basis and technical skills necessary to pursuit a career as a sustainable agriculture professional.
- Hands-on experience in laboratories and field experiences allows students to put into practice knowledge gained in the classroom.
• Graduates of this program are not only prepared to work as sustainable agricultural professionals, advisors, and managers; they also are prepared with the fundamentals for pursuing further study in the field of agriculture and related natural sciences.

Recommended Electives

In addition to the transfer electives and elective recommendations, students may choose from the following list of recommended electives: AGR 120 or 122 or 123 - Program Electives, EGR 141, SCI 132, SOC 101, and SOC 226.

After BCC

• Continue education at a 4-year program such as University of Massachusetts/Amherst Sustainable Food and Farming Program or University of Rhode Island (URI) Sustainable Agriculture Program.
• Pursue a career as a professional organic landscape or garden consultant.
• Pursue a career as an organic producer.
• Employment on one of over 170 S.E. Massachusetts or Rhode Island organic farms.
• Employment at a nursery, landscaper, or garden center business.
• Employment with a community development organization or school gardens program.
• Students with a 2 year Associate Degree are eligible to serve as an agricultural volunteer in the U.S. Peace Corps.

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>And Behavioral/Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>Technical Literacy Elective</td>
<td>0-3</td>
</tr>
</tbody>
</table>

Chose from two Behavioral Social/Science electives: from SOC 101, SOC 226 or transfer electives and elective recommendations

Technical Literacy: Waived for students who have successfully completed two (2) online courses. See General Education Competency courses Technical Literacy (p. 491) for course listings.

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose at least one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 122</td>
<td>Natural Beekeeping Practices</td>
<td>2</td>
</tr>
<tr>
<td>AGR 123</td>
<td>Organic Pest and Disease Management</td>
<td>2</td>
</tr>
<tr>
<td>AGR 124</td>
<td>Permaculture: Design for Regeneration</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional courses will count towards electives in the program.

Electives

Electives as needed to complete at least 61 credits

Choose electives as needed to achieve a total of at least 61 credits from the approved list of electives:

Transfer Electives and Elective Recommendations.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
<td>2</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>Program Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral/Social Science Elective</td>
<td>Electives</td>
<td>3</td>
</tr>
</tbody>
</table>
HST 114  United States History from 1877  3
Program Elective  3
Technical Literacy Elective  3

MassTransfer Electives and A2B Programs

ENGLISH A2B MASSTRANSFER

MASSTRANSFER ELECTIVES
<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>DEPT</th>
<th>CREDIT</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ACCOUNTING</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Accounting I</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Accounting II</td>
<td>ACC</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Intermediate Accounting II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cost Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation I</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Federal Taxation II</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Managerial Accounting</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Auditing</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Analysis of Financial Statements</td>
<td>ACC</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>ANTHROPOLOGY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANT</td>
<td>3</td>
<td>BSS</td>
</tr>
<tr>
<td><strong>ARCHITECTURE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to American Architecture</td>
<td>ARC</td>
<td>3</td>
<td>HUM</td>
</tr>
<tr>
<td><strong>ART</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ART</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
<tr>
<td><strong>AMERICAN SIGN LANGUAGE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ASL</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>
ASTRONOMY
All AST SCI

BIOLOGY
All BIO SCI

BUSINESS
Business Ethics BUS 155 3 GEN
Business Law BUS 251 3 GEN
Corporation Finance BUS 253 3 GEN

CAPE VERDEAN CREOLE
All CVC HUM

CHEMISTRY
All CHM except CHM 090

COLLEGE SUCCESS SEMINAR
Career Exploration and Development CSS 103 1 GEN
Technology Tools for College Students CSS 105 3 GEN

COMMUNICATION
All COM HUM

COMPUTER AIDED DRAFTING
Computer Aided Drafting CAD 101 3 GEN
Advanced Computer Aided Design CAD 111 3 GEN
<table>
<thead>
<tr>
<th>Program</th>
<th>Code</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Drafting &amp; Design</td>
<td>CAD</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Aided Mechanical Design</td>
<td>CAD</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COMPUTER INFORMATION SYSTEMS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Computing Skills</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Business Information Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Hospitality Management Information Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Programming: Logic, Design and Implementation</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Operating Systems</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Internet Developer</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Oracle &amp; SQL</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Programming (COBOL)</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to C++ Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Basic</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Procedural Programming</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced COBOL</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>C++ Object Oriented Programming</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advanced Visual Basic</td>
<td>CIS</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Course</td>
<td>Department</td>
<td>Credits</td>
<td>General Education</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>------------</td>
<td>---------</td>
<td>------------------</td>
</tr>
<tr>
<td>Object-Oriented JAVA Programming II</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Software Specification &amp; Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Computer Systems</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Organization and Design</td>
<td>CIS</td>
<td>4</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COMPUTER INFORMATION TECHNOLOGY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Technology Fluency I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Information Technology Fluency II</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Business Creativity</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Electronic Game Development I</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Visual Concepts for Game Designers</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Introduction to Multimedia Development</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar in Desktop Publishing</td>
<td>CIT</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>COOPERATIVE EDUCATION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cooperative Work Experience</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Cooperative Work Experience II</td>
<td>CED</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>CRIMINAL JUSTICE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All CRJ</td>
<td>GEN</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>DANCE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All DAN</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td>-----</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>DEAF STUDIES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ALL DST</td>
<td>HUM</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EARLY CHILDHOOD EDUCATION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Early Childhood Education</td>
<td>ECE 111</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Observing, Recording, &amp; Analyzing Early Childhood Settings</td>
<td>ECE 112</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Special Needs in Early Childhood</td>
<td>ECE 222</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Play &amp; Early Childhood Curriculum Planning</td>
<td>ECE 260</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>ECE 261</td>
<td>5</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>ECONOMICS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All ECN</td>
<td>BSS</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EDUCATION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diversity and Multicultural Education</td>
<td>EDU 225</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Foundations of Education with Teaching Pre-Practicum</td>
<td>EDU 220</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Language Education and Literacy</td>
<td>EDU 150</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td><strong>ENGINEERING</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Sustainable and Green Technologies</td>
<td>EGR 102</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Computer Skills for Engineers and Technicians</td>
<td>EGR 103</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>
Introduction to Robotics
EGR 113  4  SCI

Computer Configuration and Repair
EGR 133  4  GEN

Introduction to Environment
EGR 141  3  SCI

Material Science
EGR 172  4  SCI

ENGLISH
All ENG except 090, 091, 092  HUM

ENGLISH AS A SECOND LANGUAGE
Advanced English Grammar and Review
ESL 122  3  GEN

Advanced English Vocabulary and Reading Skills
ESL 123  3  GEN

Advanced English Written Expression
ESL 124  3  GEN

Advanced English Conversation
ESL 125  3  GEN

FRENCH
All FRN  HUM

GEOLOGY
Introduction to Physical Geology
GLG 101  4  SCI

GOVERNMENT
All GVT  BSS

HEALTH
Personal and Community Health
HLT 115  3  GEN
### HISTORY

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HST</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>

### HONORS

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culminating Honors Project</td>
<td>HON 260</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Honors Seminar on Business &amp; Information Management</td>
<td>HON 290</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Seminar on Community Leadership</td>
<td>HON 295</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMAN SERVICES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Social Welfare</td>
<td>SER 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Principles of Methods of Interviewing</td>
<td>SER 251</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Pre-Internship Planning Workshop</td>
<td>SER 290</td>
<td>1</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar I</td>
<td>SER 291</td>
<td>5</td>
<td>GEN</td>
</tr>
<tr>
<td>Field Experience &amp; Seminar II</td>
<td>SER 292</td>
<td>5</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### HUMANITIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>All HUM</td>
<td></td>
<td></td>
<td>HUM</td>
</tr>
</tbody>
</table>

### MANAGEMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Management</td>
<td>MAN 101</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MARKETING

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Credits</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principles of Marketing</td>
<td>MAR 101</td>
<td>3</td>
<td>GEN</td>
</tr>
<tr>
<td>Advertising Procedures</td>
<td>MAR 255</td>
<td>3</td>
<td>GEN</td>
</tr>
</tbody>
</table>

### MATHEMATICS
All MTH except MTH 001, 002, 003, 011, 021, 031, 111 (151-General Elective Credit Only)  

MTH

MUSIC
All MUS  HUM

OFFICE ADMINISTRATION
Intro to Microsoft Office  OFC 117  3  GEN

PHILOSOPHY
All PHL  HUM

PHYSICS
ALL PHY  SCI

PORTUGUESE
ALL POR  HUM

PSYCHOLOGY
All PSY  BSS

SCIENCE
All SCI except SCI 130, 131 (SCI 125 - General Elective Credit Only)  SCI

SOCIOLOGY
All SOC  BSS

SPANISH
All SPA  HUM

SOCIAL SCIENCE
ALL SSC  BSS
PROGRAMS OF STUDY - BY AREA OF STUDY

SUSTAINABILITY
All SUS

BSS

THEATRE
All THE

HUM

BSS -
Behavioral/Social
Science

GEN- General
Elective

HUM - Humanities

SCI - Science

BIOLOGY A2B TRANSFER

Degree offered
Associate in Science in Life Sciences (Biology)

Credits required 66 - 67

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program Contact
Michael Sipala, Coordinator of Life
Sciences, michael.sipala@bristolcc.edu

Program Code: LFBI

Concentration Code: BI

Program Goals Statement
This program is designed for students who plan to transfer
to a 4-year institution and major in Biology or another Life
Science field. The goal is to provide students with the
necessary skills and background to be successful at a 4-
year institution.

Program Information
• This program is designed to prepare students for
transfer to a 4-year institution to major in Biology or
another Life Science Field, and will give them a
foundation for work in Pre-med, Pre-vet and other
Health Science fields.
• Students will take a variety of transferable General
Studies courses, as well as select Biology Elective
courses in their area of interest.
• After completion of the degree, students have a strong
foundation in Biology that will allow them to be
successful in their next program.

After BCC
• With an Associates in Science - Life Science/Biology
degree, students will be able to transfer to a 4-year
institution with a solid background in Biology that will
allow them to take upper level Biology classes at their
next institution. Also, they will have completed many
General Studies requirements that should transfer to
their new school.
• BCC participates in the Statewide MassTransfer
program and has developed many program-to-program
transfer articulation agreements which guarantees
admission and credit transfer.
• For a complete listing of eligible MassTransfer
programs and current articulation agreements, visit the
Transfer Affairs website at www.bristolcc.edu/transfer.

DEGREE REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 230</td>
<td>Seminar in Scientific Literature and Research Design</td>
<td>3</td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose 12 credits from the following (at least 2 must be lab courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 126</td>
<td>Introduction to Biotechnology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 127</td>
<td>Introduction to Biotechniques</td>
<td>4</td>
</tr>
<tr>
<td>BIO 129</td>
<td>Field Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 130</td>
<td>The Biology and Behavior of Birds</td>
<td>4</td>
</tr>
<tr>
<td>BIO 154</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205</td>
<td>Animal Behavior</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>
BIO 132  Marine Biology  4
BIO 233 Human Anatomy and Physiology I  4
BIO 234 Human Anatomy and Physiology II  4
BIO 235 Fundamentals of Ecology  4
BIO 239 Elements of Microbiology  4
BIO 240 Cell Biology  4
BIO 250 Introduction to Immunology  4
CHM 225 Biochemistry  4
CHM 235 Organic Chemistry I  4
CHM 236 Organic Chemistry II  4
PHY 211 General Physics I  4
PHY 212 General Physics II  4
SCI 115 Science and Care of Plants  4
SCI 119 Coastal Science  4
SCI 240 Introduction to Oceanography  4

Elective Courses - Choose 2 Behavioral/Social Sciences

Any GVT OR any SOC

Elective Courses - Choose 1 Technical Literacy
CIS 110 Basic Computing Skills  3
CAD 101 Computer Aided Drafting  3
EGR 103 Computer Skills for Engineers and Technicians  3

Elective Courses - Choose 1 Multicultural Perspective
ENG 217 Writings from the Margins of Contemporary American Literature  3
ENG 257 Contemporary African-American Women's Writing  3
ENG 259 Native American Novels  3
HST 113 United States History to 1877  3
HST 114 United States History from 1877  3
HST 252 African-American History  3
HST 259 History of North American Indian Peoples  3
HST 265 Immigration and Ethnicity in American History  3

MassTransfer A2B Courses

Life Sciences Biology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree. To complete the Life Sciences Biology A2B Program, the following Courses are required:

BIO 121 Fundamentals of Biological Science I  4
BIO 122 Fundamentals of Biological Science II  4
CHM 113 Fundamentals of Chemistry I  4

In addition, students are required to take a minimum of Seven (7) Major Elective Credits from the list below to satisfy the A2B requirements.

CHM 235 Organic Chemistry I  4
CHM 236 Organic Chemistry II  4
PHY 211 General Physics I  4
PHY 212 General Physics II  4
MTH 214 Calculus I  4

Recommended Course Sequence - Fall Semester 1
BIO 121 Fundamentals of Biological Science I  4
CHM 113 Fundamentals of Chemistry I  4
COM 101 Fundamentals of Public Speaking  3
CSS 101 College Success Seminar  1
ENG 101 Composition I: College Writing  3

Recommended Course Sequence - Spring Semester 2
ENG 102 Composition II: Writing about Literature  3
BIO 122 Fundamentals of Biological Science II  4
CHM 114 Fundamentals of Chemistry II  4
MTH 152 College Algebra  3
MTH 172 Precalculus with Trigonometry  4

Recommended Course Sequence - Fall Semester 3
BIO 230 Seminar in Scientific Literature and Research Design  3
HST 113 United States History to 1877  3
HST 114 United States History from 1877  3
HST 252 African-American History  3
HST 259 History of North American Indian Peoples  3
HST 265 Immigration and Ethnicity in American History  3

Recommended Course Sequence - Spring Semester 4
PSY 101 General Psychology  3

CHEMISTRY A2B TRANSFER COURSES

Contact
Katie Ruggieri, Department Chair of Natural Science and Professor of Biology, katie.ruggieri@bristolcc.edu
Chemistry is the study of matter and changes in matter. Chemists conduct research and experiments to discover new concepts about the universe and to try to solve society's problems. Graduates are well-equipped for chemistry/biochemistry careers in education, forensics, government, law, industry, medicine, or research.

Chemistry is a MassTransfer A2B Mapped Program with Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the Chemistry A2B Program, students should complete the requirements for the Liberal Arts - Math & Science Concentration (p. 99) including the following required Foundational Courses:

**Foundational Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 235</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

COMPUTER SCIENCE TRANSFER A2B MASSTRANSFER

Degree offered
Associate in Science in Computer Information Systems Transfer (Computer Science Transfer Concentration)

Credits required 73

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CI
Concentration Code: CIX

Program Goals Statement
The Computer Science Transfer option prepares students to finish their education in Computer Science at a four-year institution. The CIS faculty worked closely with the Computer Science faculty at the University of Massachusetts Dartmouth, and the resulting program provides a seamless transition to Computer Science at UMass Dartmouth. The program also parallels the computer science offerings at other local colleges and universities.

Program information
- The first two years of a degree in Computer Science can be done within this option at BCC.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Note: Students may be required to obtain and use specific hardware, operating systems, or applications.

Recommendations
- Students should talk with the Transfer office for information about colleges.

Elective Recommendations
- See Transfer Electives and Elective Recommendations (p. 32), specifically the CIS plans.

After BCC
- Recent graduates have transferred to Bridgewater State College, Rhode Island College, Roger Williams University, Bryant University, University of Massachusetts Amherst and University of Massachusetts Dartmouth.
- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer. For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer

Infused General Education Competencies
Oral Communication, Technical Literacy, First Year Experience

DEGREE REQUIREMENTS

**General Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
<td></td>
</tr>
<tr>
<td>ENG 215</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MTH 243</td>
<td>Discrete Structures I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 244</td>
<td>Discrete Structures II</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Science I</td>
<td></td>
</tr>
<tr>
<td>CHM 113</td>
<td>Fundamentals of Chemistry I</td>
<td>4</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHY 211</td>
<td>General Physics I</td>
<td>4</td>
</tr>
</tbody>
</table>

**Choose one of the following**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 122</td>
<td>Fundamentals of Biological Science II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Choose one two-course sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective Courses**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethical Dimensions Elective</td>
<td>0-3</td>
</tr>
<tr>
<td>Global Awareness Elective</td>
<td>0-3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Multicultural Perspective Elective</td>
<td>0-3</td>
</tr>
</tbody>
</table>

Choose courses from Transfer Electives and Elective Recommendations

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 158</td>
<td>Introduction to Procedural Programming</td>
<td>4</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 260</td>
<td>Software Specification and Design</td>
<td>4</td>
</tr>
<tr>
<td>CIS 261</td>
<td>Introduction to Computer Systems</td>
<td>4</td>
</tr>
<tr>
<td>CIS 262</td>
<td>Computer Organization and Design</td>
<td>4</td>
</tr>
</tbody>
</table>

**MassTransfer A2B Courses**

The Computer Information Systems Transfer/Computer Science Transfer Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Computer Information Systems Transfer/Computer Science Transfer Program contains all courses required to complete the Computer Science A2B Program.

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 214</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro Programming</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 215</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 260</td>
<td>Software Specification and Design</td>
<td>4</td>
</tr>
<tr>
<td>CIS 262</td>
<td>Computer Organization and Design</td>
<td>4</td>
</tr>
<tr>
<td>MTH 244</td>
<td>Discrete Structures II</td>
<td>3</td>
</tr>
<tr>
<td>CHM 114</td>
<td>Fundamentals of Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 212</td>
<td>General Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

**EARLY CHILDHOOD LICENSURE**

**Degree offered**

Associate in Science in Early Childhood Education

**Credits required 60/61**

Dean

Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact

Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code: CHT

**Program Goals Statement**

The Early Childhood Education Licensure Transfer program enrolls individuals aspiring to become educators of preschool, kindergarten, grade 1, and grade 2 children. Successful candidates apply for preschool lead teacher...
certification from the Massachusetts Department of Early Education and Child Care and are eligible for transfer into the Massachusetts Educator Licensure program at a four-year transfer as juniors into Massachusetts Educator Licensure program at a 4-year state or private institution with which the College has an articulation agreement.

Program Information

- ECE 260 requires completion of 26 general education credits with an overall GPA of 2.75 or better and a grade of "C" or better in all ECE courses.
- Semester prior to enrolling in early Childhood Licensure Teaching Practicum students must meet with the Program Coordinator to ensure placement in the field at a public elementary school.

After BCC

- BCC participates in the statewide MassTransfer program and has developed many program-to-program transfer articulation agreements which guarantee admission and credit transfer.
- For a complete listing of eligible MassTransfer programs and current BCC articulation agreements, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

Infused General Education Competencies

Ethical Dimensions, Oral Communication, Technical Literacy

DEGREE REQUIREMENTS

General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 127</td>
<td>Mathematics for Elementary School Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology Elective</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

Biology Elective: Choose a 3- or 4-credit biology course.

Choose electives with a faculty advisor to prepare to enter an academic major at the selected transfer institution.


Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
</tbody>
</table>

MassTransfer A2B Courses

The Early Childhood Education Licensure Program is a MassTransfer A2B Mapped Program with some Massachusetts State Universities. To determine available transfer institutions, and to ensure all credits will be transferred and applied to your degree, complete an A2B Program Search at www.mass.edu/masstransfer. The Early Childhood Education Licensure Program contains all courses required to complete the Early Childhood Education A2B Program.

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>MTH 128</td>
<td>Mathematics for Elementary School Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 110</td>
<td>Biology of Human Reproduction</td>
<td>3</td>
</tr>
<tr>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
<td>3</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 260</td>
<td>Play and Early Childhood Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>SCI 113</td>
<td>Physical Science</td>
<td>4</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 261</td>
<td>Early Childhood Licensure Teaching Practicum</td>
<td>5</td>
</tr>
</tbody>
</table>
HST 113  United States History to 1877  3
SSC 101  Introduction to Geography  3

Special Requirements for the Program

Health Requirements

- Accepted applicants must have a physical examination, tetanus, measles, mumps, rubella, and hepatitis B immunizations or titres (blood tests to prove immunity). TB test required each year. Health insurance is required.

Criminal Record Check

- Students are required to submit to a C.O.R.I (Criminal Offender Record Investigation) check to identify any criminal offense history. A positive C.O.R.I check would prevent student from engaging in field-related work including EC Licensure Teaching Practicum.

Fieldwork

- During this program, which requires a Teaching Practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

- Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

- Prior to acceptance into a teacher education licensure program, students who opt for this track need to pass the Communications and Literacy Skills Test (CLST) of the Massachusetts Teacher Education Licensure (MTEL) conducted by the Department of Education. In addition, state colleges may set other requirements such as minimum acceptable grade(s) and/or courses accepted for transfer. It is the student's responsibility to identify these requirements.

ENGLISH A2B MASSTRANSFER

English A2B Transfer Courses

Contact

Martha Ucci, Department Chair and Professor of English, martha.ucci@bristolcc.edu

Students in the English program complete core requirements in literature while developing their ability to analyze literary and cultural texts and contexts, and to write clear, persuasive, and graceful prose. These reading, thinking, and writing skills will enhance their capacity for persuasion, leadership, clarity, and interpersonal effectiveness in whatever career they pursue. Many occupations require an individual who can write and speak well, solve problems, learn new information quickly, and work well with others on a team, all of which are developed in this program, including careers in Business, Communications, Education, Media and in Government and Nonprofit Organizations.

English is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.

REQUIREMENTS

To complete the English A2B Program, students should complete the requirements for the Liberal Arts Humanities Concentration (p. 97) including the following required Courses:

ENG 251  World Literature I  3
Or
ENG 252  World Literature II  3
ENG 253  English Literature I  3
Or
ENG 254  English Literature II  3
ENG 255  American Literature Precolonial to 1865  3
Or
ENG 256  American Literature Post Civil War to Present  3

SOCIOLOGY A2B MASSTRANSFER

Contact

Colleen Avedikian, Coordinator of Liberal Arts & Sciences/Behavioral and Social Sciences Transfer and Professor of Sociology, colleen.avedikian@bristolcc.edu

Sociology is the scientific study of society, including patterns of social relationships, social interaction, and culture. It is a social science that uses various methods of empirical investigation and critical analysis to develop a body of knowledge about social order, acceptance, and change. Graduates of Bachelor’s Degree programs are well-equipped with the tools needed to make sense of the shifting social world and contribute solutions to difficult social problems in careers in Business, Higher Education, Law, Publishing, Teaching and Community, Health & Social Services,

Sociology is a MassTransfer A2B Mapped Program with some Massachusetts State Universities and Universities of Massachusetts. When choosing electives, complete an A2B Program Search at www.mass.edu/masstransfer to determine available transfer institutions and to ensure all credits will be transferred and applied to your degree.
REQUIREMENTS

To complete the Sociology A2B Program, students should complete the requirements for the Behavioral and Social Sciences including the following required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 251</td>
<td>Marriage and the Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

ENGINEERING TECHNOLOGY/OFFSHORE WIND POWER TECHNOLOGY

Degree offered
Associate in Science in Engineering Technology (Offshore Wind Power Technology)

Credits required 62/63

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Anthony Ucci, Associate Vice President of Academic Affairs and Professor of Offshore Wind Power, anthony.ucci@bristolcc.edu

Program Code: TE
Concentration Code: OWP

Program Goals Statement
This concentration prepares students to work as technicians for the offshore wind power industry. Students learn aspects of engineering technology such as electrical machinery, fluid systems, materials science and strength of materials, and gain hands-on experience with assembly, installation, operation and maintenance of wind power systems.

Program Information

- Students develop practical skills associated with the operation, maintenance and troubleshooting of mechanical systems (hydraulics, pneumatics, mechanisms and wind power devices).
- EGR 162, EGR 182 and many marine industry careers require good physical health and the ability to swim and climb. Students with issues in these areas should discuss them with the program coordinator before enrollment.
- Students who haven’t taken basic math courses in high school may complete math prerequisites at BCC.

Infused General Education Competencies

Oral Communication

DEGREE REQUIREMENTS

General Education Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td></td>
</tr>
<tr>
<td>PHY 101</td>
<td>Technical Physics I</td>
<td>4</td>
</tr>
<tr>
<td>SCI 240</td>
<td>Introduction to Oceanography</td>
<td>4</td>
</tr>
</tbody>
</table>

General Education Electives

- Historic Awareness Elective 3
- Humanities Elective 3
- Quantitative and Symbolic Reasoning Elective 3-4
- Social Phenomenon Elective 3

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102</td>
<td>Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 162</td>
<td>Marine Safety</td>
<td>1</td>
</tr>
<tr>
<td>EGR 171</td>
<td>Fluid Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 182</td>
<td>Wind Industry Safety</td>
<td>2</td>
</tr>
<tr>
<td>EGR 251</td>
<td>Statics</td>
<td>3</td>
</tr>
<tr>
<td>EGR 254</td>
<td>Mechanics of Materials and Structures</td>
<td></td>
</tr>
<tr>
<td>EGR 282</td>
<td>Wind Power Technology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 283</td>
<td>Wind Power Operations and Maintenance</td>
<td></td>
</tr>
</tbody>
</table>

Program Electives - Choose one

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 124</td>
<td>Soils and Foundations</td>
<td>3</td>
</tr>
<tr>
<td>EGR 264</td>
<td>Oceanographic Technology</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
</tbody>
</table>
MTH 152 College Algebra 3
Or
MTH 172 Precalculus with Trigonometry 4

**Recommended Course Sequence - Spring Semester 2**

ENG 102 Composition II: Writing about Literature 3
EGR 171 Introduction to Sustainable and Green Energy Technologies 3
EGR 102 Wind Industry Safety 2
PHY 101 Technical Physics I 4

**Recommended Course Sequence - Fall Semester 3**

EGR 251 Statics 3
EGR 282 Wind Power Technology 4
SCI 240 Introduction to Oceanography 4
EGR 162 Marine Safety 1
EGR 254 Mechanics of Materials and Structures 4
EGR 283 Wind Power Operations and Maintenance 4
EGR 282 Wind Power Technology 4
EGR 171 Introduction to Sustainable and Green Energy Technologies 3
Elective 3
Elective 3

**Recommended Course Sequence - Spring Semester 4**

EGR 251 Statics 3
EGR 254 Mechanics of Materials and Structures 4
EGR 283 Wind Power Operations and Maintenance 4
EGR 162 Marine Safety 1
EGR 171 Introduction to Sustainable and Green Energy Technologies 3
Elective 3
Elective 3

**After BCC**

Graduates work as turbine and foundation installers and operation and maintenance (O&M) technicians in the land-based or offshore wind industry or in variety of marine trades profession including oceanography and hydrographic survey technicians, or remotely operated vehicle (ROV) technicians.

**VETERINARY HEALTH CARE**

**Degree offered**
Associate in Applied Science in Veterinary Health Care

**Credits required 61**

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Christine Remington, Coordinator of Veterinary Health Care, and Instructor of Biology, christine.remington@bristolcc.edu

Program Code: ANS

**Program Goals Statement**
The Veterinary Health Care program prepares entry-level veterinary technician assistants to practice under the supervision of certified veterinarians and animal rehabilitators in a variety of animal care and wellness settings. Participants gain the basic principles, attitudes, and experiences needed to work as veterinary technician assistants in veterinary hospitals, animal shelters, wildlife rehabilitation centers, and laboratory animal facilities.

**Program Information**

- **ORIENTATION** - Students are expected to attend program-specific orientation prior to their first class meeting.
- **Due to the inherently unpredictable behavior of animals, there is an element of assumed risk in all animal studies. A waiver of liability is required and only students enrolled in the Veterinary Health Care program will be covered by BCC's malpractice insurance policy.**

**Special Requirements for the Program**

**Health Requirements**

- Please refer to the program handbook for details and explanations regarding the Technical Standards for physical and mental criteria required by the program. Many animal industry and veterinary careers require good physical health, the ability to lift up to 50 lbs., multitask, be observant of surroundings, handle stressful situations with composure, have good interpersonal communication skills, emotional stability, and use fine motor skills. Students with issues in any of these areas should discuss them with the program director prior to enrolling.
- Rabies and tetanus, among other vaccinations for health and safety, are highly recommended and outlined in the program handbook. **Criminal Records Check/Drug Testing**

- A CORI check demonstrating a conviction of an animal cruelty related misdemeanor/felony prohibits admittance to the program.
- A criminal background check (CORI) and/or drug test may be required by and at the discretion of the field experience host location prior to participation in the field experience. If any host facility refuses to allow the student to participate in the field experiences at that facility, that student may not be able to progress in and/or graduate from the program. CORI form

**Field Work**

- Transportation to field experience and field trip locations is the responsibility of the student. Carpooling with classmates is highly encouraged. Field work is integrated in the many of
the animal science classes in order to increase comprehension, skills, and professionalism.

- Field experience hours may include day, evenings or weekends. Students should expect to travel up to one hour from campus to their individual host location.

**Additional Costs**

- Students are responsible for the cost of uniforms, professional liability insurance, vaccinations and independently endorsed achievement testing certificates.

*Functional Abilities Essential for Veterinary Health Care*

Students enrolled in the Veterinary Health Care program should be prepared to meet the standards established by the following physical and mental criteria.

Veterinary medicine is a practice discipline, with cognitive, sensory, affective, and psychomotor performance requirements. The functional eligibility requirements for participation in the Veterinary Health Care program are essential for the delivery of optimal and safe patient care.

- Have the ability to stand, walk, or run for prolonged periods of time in various outdoor environments and weather conditions.
- Have the ability to assess environmental, behavioral, or physical changes for potential problems, prioritize, report, and correct issues through integration of information and situational details.
- Have the ability to collaboratively work with all program students, program faculty, and other animal care professionals in the classroom, during off campus activities, lab and field experience settings.
- Have the ability to respond calmly and appropriately to directions in stressful environments and situations or impending deadlines.
- Have the ability to communicate and respond effectively in English using verbal, non-verbal and written formats with other students, program faculty and other animal care professionals.
- Have sufficient motor ability to execute the movement and skills required swiftly and accurately for safe and effective performance of animal care practices.
- Have sufficient auditory, visual, and tactile ability with or without correction to monitor and work safely with animals and assess health needs.
- Demonstrate emotional stability, professional behaviors, and a strong work ethic in an emotionally charged environment.

**Academic Expectations**

- Computer technology is integrated in animal science courses. Computer access is required outside of class time for independent training certificates, supplemental materials and independent training certificates, supplemental materials and independent presentation assignments.
- Students must achieve a minimum of "C" (73) in all animal science courses in order to progress in the program and graduate. Students must pass all co-requisites and electives to remain in the program and graduate.
- All students are required to earn a "C" (73) or better in all general education and ANS course requirements in order to be eligible to enroll in a field experience course and to satisfy graduation requirements. In addition, all students are required to earn a "C" (73) or better in all ANS courses to satisfy co/prerequisites in the Veterinary Health Care A.A.S. program.
- A passing grade of a C (73) or better in the laboratory portion of this course is required to receive a final passing grade for the course.

**For Transfer Pathway**

- Take BIO 121 Fundamentals of Biological Science I as an option to meet the Scientific Reasoning and Discovery competency and as a prerequisite option for ANS 201 Anatomy and Physiology of Domestic Animals and ANS 240 Animal Nutrition and Feeding; take MTH 119 Fundamental Statistics or MTH 131 Elements of College Mathematics

**For Career Programs**

- Take BIO 111 General Biology I; take MTH 119 Fundamental Statistics or MTH 125 Modern College Mathematics as an option to meet the Quantitative and Symbolic Reasoning competency and as prerequisite option for ANS 216 Veterinary Pharmacology and ANS 240 Animal Nutrition and Feeding

**After BCC**

- Graduates work as veterinary technician assistants in a variety of animal facilities, such as veterinary hospitals, animal shelters, wildlife rehabilitation centers, and laboratory animal facilities.
- Graduates of this program can transfer into a certified veterinary technician program or into a more general
animal science program at another two-year or four-year institution.

**DEGREE REQUIREMENTS**

### General Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>SCI 125</td>
<td>Social and Ethical Issues in Science, Technology, and Health Science</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

### Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANS 101</td>
<td>Introduction to Animal Care &amp; Management</td>
<td>3</td>
</tr>
<tr>
<td>ANS 103</td>
<td>Applied Animal Behavior</td>
<td>3</td>
</tr>
<tr>
<td>ANS 107</td>
<td>Medical Terminology for Animal Science I</td>
<td>1</td>
</tr>
<tr>
<td>ANS 108</td>
<td>Medical Terminology for Animal Science II</td>
<td>1</td>
</tr>
<tr>
<td>ANS 115</td>
<td>Community Health and Zoonosis</td>
<td>3</td>
</tr>
<tr>
<td>ANS 121</td>
<td>Animal Handling and Restraint</td>
<td>3</td>
</tr>
<tr>
<td>ANS 147</td>
<td>Veterinary Office Procedures</td>
<td>2</td>
</tr>
<tr>
<td>ANS 153</td>
<td>Animal Health and Diseases</td>
<td>3</td>
</tr>
<tr>
<td>ANS 201</td>
<td>Anatomy &amp; Physiology of Domestic Animals</td>
<td>4</td>
</tr>
<tr>
<td>ANS 205</td>
<td>Clinical Methods</td>
<td>3</td>
</tr>
<tr>
<td>ANS 216</td>
<td>Veterinary Pharmacology</td>
<td>2</td>
</tr>
<tr>
<td>ANS 221</td>
<td>Veterinary Assistant Field Experience &amp; Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ANS 222</td>
<td>Humane Euthanasia Seminar</td>
<td>2</td>
</tr>
<tr>
<td>ANS 240</td>
<td>Animal Nutrition and Feeding</td>
<td>3</td>
</tr>
<tr>
<td>OFC 160</td>
<td>Veterinary Administrative Software I</td>
<td>1</td>
</tr>
<tr>
<td>OFC 161</td>
<td>Veterinary Administrative Software II</td>
<td>1</td>
</tr>
</tbody>
</table>

Choose one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANS 107</td>
<td>Medical Terminology for Animal Science I</td>
<td>1</td>
</tr>
<tr>
<td>ANS 115</td>
<td>Community Health and Zoonosis</td>
<td>3</td>
</tr>
<tr>
<td>ANS 121</td>
<td>Animal Handling and Restraint</td>
<td>3</td>
</tr>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>MTH 119</td>
<td>Fundamental Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 125</td>
<td>Modern College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 131</td>
<td>Elements of College Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANS 108</td>
<td>Medical Terminology for Animal Science II</td>
<td>1</td>
</tr>
<tr>
<td>ANS 153</td>
<td>Animal Health and Diseases</td>
<td>3</td>
</tr>
<tr>
<td>ANS 201</td>
<td>Anatomy &amp; Physiology of Domestic Animals</td>
<td>4</td>
</tr>
<tr>
<td>ANS 205</td>
<td>Clinical Methods</td>
<td>3</td>
</tr>
<tr>
<td>OFC 160</td>
<td>Veterinary Administrative Software I</td>
<td>1</td>
</tr>
<tr>
<td>OFC 161</td>
<td>Veterinary Administrative Software II</td>
<td>1</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

### Recommended Course Sequence - Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANS 240</td>
<td>Animal Nutrition and Feeding</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ANS 216</td>
<td>Veterinary Pharmacology</td>
<td>2</td>
</tr>
<tr>
<td>ANS 221</td>
<td>Veterinary Assistant Field Experience &amp; Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ANS 222</td>
<td>Humane Euthanasia Seminar</td>
<td>2</td>
</tr>
</tbody>
</table>
CERTIFICATES - ALPHABETICALLY

Alphabetical by Certificate
(A) Also offered at Attleboro Campus
(NB) Also offered at New Bedford Campus
(T) Also offered at the Taunton Center
(eH) Also offered in eHealth, New Bedford
* Note: These programs are offered 100% online
Students do not need to repeat courses they have successfully completed that apply to both a certificate and a degree program. Students are encouraged to review the catalog for certificate and program requirements and to meet with an academic advisor before registering for courses.

FINANCIAL AID-ELIGIBLE CERTIFICATES

Financial Aid-eligible Certificates

Credits earned in the certificate programs listed below are eligible for financial aid consideration and may serve as credits in fulfilling an Associate Degree program. All Associate Degree programs qualify for financial aid consideration.

Accounting (AG)
Administrative Assistant (OC)
Art (AC)
Computer Forensics (FR)
Computer-aided Design and Manufacturing (CAD) (CN)
Computer Programming (CZ)
Deaf Studies Prep (DD)
Developmental Disabilities (DV)
Early Childhood Education Pre-school (EA)
Early Childhood Education Infant/Toddler (IF)
Early Childhood Education School Age Child Care (EG)
Electrocardiography (EKG) Technician
Geotourism Destination Management (GT)
Gerontology (GY)
Graphic Design (GD)
Green Building Technology (GB)
Human Services (HV)
Law Enforcement (LW)
Marketing (MK)
Medical Assisting (MD)
Medical Coding and Reimbursement Specialist (MC)
Medical Administrative Practices (MP)
Medical Transcription (TM)
Microsoft Office Certified Application Specialist (MI)
Native American Studies (NV)
Network Tech (NT)
Office Skills Training (OK)
Office Support (OS)
Office Technology Management (OM)
Offshore Wind Power Technician (OW)
Paralegal Studies (PS)
Portuguese/English Community Interpreting (PI)
Project Management (PM)
Small Business and Entrepreneurial Management (SB)
Spanish/English Community Interpreting (SI)
Substance Abuse Counseling (SAC)
Surveying (SY)
Sustainability Studies (SN)
Sustainable Agriculture (SG)
Thanatology and Funeral Service Prep (TC)
Web Design (WB)

A+ CERTIFICATION

Degree offered
Certificate of Recognition in A+ Certification

**Credits required 10**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code:** A+

**Program Information**

- A+ students are prepared to sit for certification exam after completing CIS 121 (p. 515), CIS 160 (p. 517) and EGR 133 (p. 540) courses.
- **Recommendations**
  - If you have no prior computer experience, take CIS 111 (p. 514) before beginning this certificate program.
  - Take CIS 121 (p. 515) in the first semester. To finish in a year, take CIS 121 (p. 515) and CIS 160 (p. 517) during the first semester.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Operating Systems</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
<tr>
<td>CIS 160</td>
<td>Computer Configuration and Repair</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>CIS 121</th>
<th>Operating Systems</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 160</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

| EGR 133 | Computer Configuration and Repair | 4 |

**ACCOUNTING**

**Degree offered**

Certificate of Achievement in Accounting

**Credits required 29**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

**Program Code:** AG

**Program information**

Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

**Program Goals Statement**

This certificate provides updated accounting expertise for people already working in the accounting field. It may also be used by students without an accounting background to develop entry-level career skills. Most of the courses can be transferred to the Business Career degree program.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Principles of Accounting I</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ACC 102</td>
<td>Small Business Financial Software</td>
<td>3</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Intermediate Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 201</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Corporation Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUS 253</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Choose one of the following:**

| ACC 253 | Cost Accounting | 3 |
| ACC 255 | Federal Taxation I | 3 |

**Choose one of the following**

| ACC 256 | Federal Taxation II | 3 |
| ACC 259 | Analysis of Financial Statements | 3 |

**Recommended Course Sequence - Fall Semester 1**

| ACC 101 | Principles of Accounting I | 4 |
| ACC 150 | Small Business Financial Software | 3 |
| ENG 101 | Composition I: College Writing | 3 |

**Recommended Course Sequence - Spring Semester 2**

| ACC 102 | Principles of Accounting II | 4 |
| BUS 253 | Corporation Finance | 3 |

**Recommended Course Sequence - Fall Semester 3**

| ACC 201 | Intermediate Accounting I | 3 |
| ACC 253 | Cost Accounting | 3 |
| ACC 255 | Federal Taxation I | 3 |

**Recommended Course Sequence - Spring Semester 4**

| ACC 202 | Intermediate Accounting II | 3 |
| ACC 259 | Analysis of Financial Statements | 3 |
| ACC 256 | Federal Taxation II | 3 |

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
ADMINISTRATIVE ASSISTANT

Degree offered
Certificate of Achievement in Administrative Assistant

Credits required 28

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OC

Program Goals Statement
This advanced-level certificate helps upgrade skills to improve job opportunity. Students examine the latest office technologies and procedures, learn the advanced functions of Microsoft Office software and speech recognition software, and develop database and writing skills. If you have no working experience of Microsoft Office software, choose the Office Support certificate program.

Program Information

- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- This advanced-level certificate provides the most up-to-date training that addresses the fast-changing computer needs of today's offices. The advanced level of skills developed provides excellent job mobility.
- Credits from the Office Support certificate program transfer into the Administrative Assistant certificate program and the Executive Administrative Assistant degree program.
- Cooperative Education (CED 210 (p. 512)) is highly recommended before graduation.

Recommendations
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.
- Students must type 30 wpm and have working knowledge of Microsoft Office software.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114 Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150 Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214 Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215 Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255 Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260 Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262 Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266 Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294 Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

| ENG 101 Composition I: College Writing | 3 |
| OFC 150 Speech Recognition | 3 |
| OFC 214 Advanced Microsoft Word | 3 |
| OFC 215 Records Management | 3 |
| OFC 255 Executive Office Procedures | 3 |

Recommended Course Sequence - Spring Semester 2

| ACC 114 Introduction to QuickBooks Pro | 1 |
| OFC 262 Desktop Publishing Projects and Web Design | 3 |
| OFC 266 Administrative Office Management | 3 |
| OFC 294 Office Administration Colloquium | 3 |
| OFC 260 Writing Skills for the Administrative Assistant | 3 |

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

ART

Degree offered
Certificate of Achievement in Art

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu
Program contact
Erik Durant, Coordinator of and Instructor in Art, erik.durant@bristolcc.edu
Program Code: AC

Program Goals Statement
The Art Certificate is an intensive investigation into the student’s choice of applied art. Students design their own program to increase their knowledge of the arts and their competency and skill in various media and methods, and to make their leisure time more enjoyable.

Program Information
• All courses are taught by Art faculty.
• Students may transfer courses into the Art Transfer degree program.
• Students should follow the same sequence of all studio arts courses as recommended for the Art Transfer program.

Recommendations
• Students are recommended to confine outside work to no more than 15 hours per week.

PROGRAM REQUIREMENTS

Program Courses
Art Courses 27
Choose 27 credits of ART courses with the help of an advisor. See the course descriptions (p. 498) for more information.

Recommended Course Sequence
Contact your program director, Erik Durant, or your advisor for course sequencing recommendations.

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

AUTOMATED SYSTEMS WITH ROBOTICS

Degree offered
Certificate of Accomplishment in Automated Systems with Robotics
Credits required 15/16
Dean
Sarmad Saman, sarmad.saman@bristolcc.edu
Program contact
Mary Cass, Coordinator of Automated Systems with Robotics, mary.cass@bristolcc.edu
Program Code: AR

Program Goals Statement
This certificate is to develop the student’s skills to analyze and apply their knowledge of electrical & mechanical systems, as a technician working with engineers on automated systems used in industry and entertainment. Topics will include pneumatics, hydraulic, electrical and mechanical sensors, switches, motors and other automation hardware, process controllers and programmable logic.

Program Information
• Work with robotics, automation and or computer controlled systems in industry and entertainment.
• Work as a technician maintaining and troubleshooting amusement rides and mechanical animation.

PROGRAM REQUIREMENTS

Program Courses
EGR 113 Introduction to Robotics 4
EGR 171 Fluid Systems 4
EGR 211 Programmable Control Systems 4
Choose one of the following
EGR 131 Introduction to Electrical Circuits 4
EGR 151 Electrical Machinery 3

Recommended Course Sequence - Fall Semester 1
EGR 113 Introduction to Robotics 4
And
EGR 131 Introduction to Electrical Circuits 4
Or
EGR 151 Electrical Machinery 3

Recommended Course Sequence - Spring Semester 2
EGR 171 Fluid Systems 4
EGR 211 Programmable Control Systems 4

CENTRAL STERILE PROCESSING TECHNICIAN

Degree offered
Certificate of Recognition in Central Sterile Processing Technician
Credits required 4
Program Goal Statement
This credit program prepares students to become an entry level central sterile processing technician. A central sterile processing technician is a medical professional who specializes in stocking, sterilizing, packaging, and preparing the tools and equipment that are used in surgical procedures. He or she is often held responsible for ensuring the cleanliness and safety of operating rooms, tables, and equipment. Central sterile processing technicians may work in a number of different medical settings, including general hospitals, public health clinics, private doctors’ offices, and specialized surgical centers.

Program Information
• This program prepares students for a career in sterile processing and distribution by assisting the student to gain the skills needed to become a skilled, effective health care central sterile processing technician.
• Students who successfully complete the Central Sterile Processing Technician program will receive a Certificate of Recognition.

PROGRAM REQUIREMENTS
Program Courses
HLT 100 Central Sterile Processing Technician 4

Recommended Course Sequence - Fall Semester 1
HLT 100 Central Sterile Processing Technician 4

Essential Functions
• The Central Sterile Processing Technician Certificate program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional central sterile processing technician. In order to meet the course requirements, students must possess the following basic abilities.
• Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
• Physical ability, sufficient mobility, and motor coordination to safely perform all activities required while in the upright position.
• Visual acuity sufficient to read all appropriate instrumentation.
• Hearing ability sufficient to respond to messages and requests from patients, physicians, staff and to respond to equipment signals.
• Communication skills sufficient to allow for communication with instructors, staff, patients, and physicians.
• Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians, respect patient confidentiality, use reasonable judgment and accept responsibility for their actions.

Admission Requirements
• High school diploma or state-approved high school equivalency credential required. This is a restricted program based on selective academic review.
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission
• Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required. Health insurance and professional liability insurance are required. Additional laboratory tests, including random ten-panel drug screening and CORI/SORI checks are required by clinical agencies.
• Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College’s Student Handbook for the College’s complete Marijuana Policy.
• Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

• Students must have current CPR Certification from the American Heart Association (Basic Life Support for Health Care Providers).

Grade Requirements
• A "C" or better is required in HLT 100.

Additional Costs
• Students accepted into the program are responsible for associated costs such as lab coat, name tag, graduate pin, review course, national certification examination, random ten-panel drug screen, liability insurance and practicum costs including travel. Transportation to the practicum sites is the students responsibility. Students should be prepared to travel an hour or more from campus.

After BCC
• Central sterile processing technicians may choose to advance their career by completing a surgical technology certificate or enter other health education programs.

• Following successful completion of HLT 100 students are eligible to take the certification examination offered by the International Association of Healthcare Central Service Material Management (IAHCSMM). 400 hours of hands-on experience must be accrued prior to/or within six months of taking the certification examination.

CNC MACHINING AND PROGRAMMING

Degree offered
Certificate of Recognition in Computerized Numeric Control Machining and Program

Credits required 13

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Mary Cass, Coordinator and Associate Professor of Automation Technology, mary.cass@bristolcc.edu

Program Code: CM

Program Goals Statement
Students learn to use standard machine-shop equipment and operate and program CNC machinery to become manufacturing technicians. Students also understand the materials to be processed and technical drawing through the use of AutoCAD.

Program Information
• This program serves as a solid base for continuing on toward a degree, with all courses transferring to BCC’s Automation, Electro-Mechanical and Mechanical Technology programs.

• This program utilizes BCC’s NSF-funded Computer-Integrated Manufacturing (CIM) Laboratory facility, utilizing typical industrial CNC machining centers.

• Students must have previously completed algebra II and geometry before enrolling in certificate courses.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose one of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 112</td>
<td>Advanced Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 172</td>
<td>Mechanical Design using Inventor</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose two of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 211</td>
<td>Computer Aided Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 112</td>
<td>Automated Machining</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
</tbody>
</table>
| Or


CERTIFICATES - ALPHABETICALLY | 345

CAD 111  Mechanical Design with Solidworks  3
Or
CAD 112  Advanced Mechanical Design with Solidworks  3
Or
CAD 172  Mechanical Design using Inventor  3
And
EGR 111  Fundamentals of Manual Machining  4
Or
EGR 112  Automated Machining  3
Or
EGR 172  Material Science  4

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 211</td>
<td>Computer Aided Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>EGR 111 Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td>EGR 112 Automated Machining</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>EGR 172 Material Science</td>
<td>4</td>
</tr>
</tbody>
</table>

Choose two

COMMERCIAL FISHING AT-SEA MONITOR

Degree offered
Certificate of Recognition in At-Sea Monitor
Credits required 9

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: AS

Program Goals Statement

The National Marine Fisheries Service At-Sea Monitoring Program was established under Amendment 16 of the Northeast Multispecies Fishery Management Plan. It is an integral part of catch monitoring to ensure that Annual Catch Limits of fish species are not exceeded. This certificate is designed to prepare the student for a career as an At-Sea Monitor in the commercial fishing industry. Upon successful completion of this program, students will apply for employment with approved At-Sea Monitoring Service Providers. Once hired, students will utilize their training to take and pass the National Marine Fisheries Service At-Sea Monitoring Certification course to obtain federal certification as an At-Sea Monitor.

Program Information

- Students must demonstrate a level of math skills equivalent to MTH 021 through attaining a score of 60 or higher on the Arithmetic and a score of 72 or higher on the Algebra placement exam or through obtaining a “C” or better in the MTH 021 course
- To successfully obtain the certificate, students must attain a grade of “C” or better in the BIO 232 Marine Biology course, a “B” or better in the EGR 268 Fisheries Technologies and Monitoring Techniques, and obtain their Certificate of Completion in Offshore Survival in the EGR162 Marine Safety course.
- For successful completion of the program students will be expected to participate in field trips, including trips at sea on fishing vessels and commercial whale watch vessels.
- Students must be able to lift 50 lbs, drag 200 lbs, swim 100 yards, climb ladders, tolerate stress and work long hours
- Students must be US citizens, or a non-citizen who has a green card, TN Authorization, H1 visa, or valid work visa, and a social security card
- Students should not have a conflict of interest and thus not have any direct or indirect interest in a fishery managed under federal regulations including, but not limited to, vessels, dealers, shipping companies, sectors, sector managers, or advocacy groups.
- For students to move from this program to the National Marine Fisheries Service At-Sea Monitoring Certification Course, they must possess a current American Red Cross certification in CPR and First Aid.

After BCC

- Graduates work as At-Sea Monitors with various approved At-Sea Monitoring Service Providers to the commercial fishing fleet in the Northeastern United States.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 132</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 162</td>
<td>Marine Safety</td>
<td>1</td>
</tr>
<tr>
<td>EGR 268</td>
<td>Fisheries Technologies and Monitoring</td>
<td>4</td>
</tr>
</tbody>
</table>

MTH-021 (p. 571) required depending on performance on the Arithmetic Placement Exam and the Algebra Placement Exam.
COMPUTER FORENSICS

Degree offered
Certificate of Achievement in Computer Forensics

Credits required 28/29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: FR

Program Goals Statement
This certificate provides information technology and criminal justice professionals with the opportunity to obtain knowledge, training, and skills in computer forensics. Computer forensics examines legal evidence found in computers and digital storage media. This certificate offers two tracks. Those with a background in criminal justice should choose the Information Technology track. Those with an information technology background should choose the Criminal Justice track.

Program Information
- Students without the required courses must submit documented proof of their acquired knowledge for evaluation by either the Computer Information Systems or Criminal Justice department chairs.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Recommendations
- Students without basic computer skills should enroll in CIS 111 prior to enrolling in this program.

After BCC
- Graduates are prepared to work in law enforcement agencies, the private commercial sector, and law firms as computer forensics technicians.

PROGRAM REQUIREMENTS

Core Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 256</td>
<td>File System Forensic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIT 275</td>
<td>Computer Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Courses - Criminal Justice Track
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 256</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 258</td>
<td>Criminal Procedure</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Courses - Information Technology Track
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Pre-Admission
Students should take CIS 121 prior to enrolling in this certificate.

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 256</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 106</td>
<td>Operating System Scripting</td>
<td>1</td>
</tr>
<tr>
<td>CIS 134</td>
<td>Networking Technologies</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 258</td>
<td>Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>CIT 150</td>
<td>Cyber Security Principles</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 256</td>
<td>File System Forensic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIT 275</td>
<td>Computer Forensics Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
COMPUTER PROGRAMMING

Degree offered
Certificate of Accomplishment in Computer Programming

Credits required 15/19

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CZ

Program Goals Statement
A certificate in Computer Programming gives students mastery of basic programming concepts. The student becomes literate in at least three programming languages and achieves advanced mastery of more sophisticated concepts in at least one programming language.

Program information
Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Requirement
• Students without basic computer skills should enroll in CIS 111 prior to enrolling in this certificate. Students who need basic keyboarding skills should enroll in OFC 102 prior to enrolling in this program.

Recommendations
• Plan to spend large blocks of time developing proficiency.

PROGRAM REQUIREMENTS

Database Programming (choose one)
- CIS 150 Oracle and SQL 3
- CIS 152 Database Programming and Management with Access 3
- CIS 159 MySQL and PHP 3

One 3-4 credit Elective – Programming
- CIS 122 Internet Developer 3
- CIS 150 Oracle and SQL 3
- CIS 155 Introduction to C++ Programming 3
- CIS 156 Visual Basic 3
- CIS 157 Object-Oriented JAVA Programming I 4

CIS 250 Interactive Websites 3
- CIS 255 C++ Object Oriented Programming 3
- CIS 256 Advanced Visual Basic 3

CIS 257 Object-Oriented JAVA Programming II 4
CIT 143 Programming for Game Developers I 3
CIT 242 Programming for Game Developers II 3

One 3-4 credit Elective - Programming Language
- CIS 155 Introduction to C++ Programming 3
- CIS 156 Visual Basic 3
- CIS 157 Object-Oriented JAVA Programming I 4
- CIS 159 MySQL and PHP 3
- CIS 250 Interactive Websites 3
CIT 143 Programming for Game Developers I 3

First-semester programming language (choose one)
- CIS 155 Introduction to C++ Programming 3
- CIS 156 Visual Basic 3
- CIS 157 Object-Oriented JAVA Programming I 4
- CIS 159 MySQL and PHP 3
- CIS 250 Interactive Websites 3

Second-semester of the programming language previously taken (choose one)
- CIS 255 C++ Object Oriented Programming 3
- CIS 256 Advanced Visual Basic 3
- CIS 257 Object-Oriented JAVA Programming II 4
- CIS 258 Advanced Interactive Programming 3

Recommended Course Sequence - Fall Semester 1
Database programming course (semester 1 or 2); First-semester programming course; Programming Elective

Recommended Course Sequence - Spring Semester 2
Database programming course (semester 1 or 2); Programming elective; Second-semester of the programming language taken in first semester

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
### COMPUTER-AIDED DESIGN AND DRAFTING

**Degree offered**
Certificate of Recognition in Computer Aided Design and Drafting

**Credits required 12**

**Dean**
Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: CD

**Program Goals Statement**
This one-year certificate program provides students with the needed skills to become a professional computer-aided architectural draftsperson, civil draftsperson, mechanical designer, or manufacturing operator in the engineering industry. Students learn fundamental concepts of engineering drawing through advanced computer-aided design techniques.

**Program Information**
- This program serves as a solid base for advanced work in a degree program, with all courses transferring to BCC’s Automation, Civil, Electro-Mechanical, Environmental, Mechanical, and Structural Technology programs.
- Students utilize high-tech computer equipment and the latest AutoDesk, SolidWorks, and/or CAM software.

**After BCC**
- Graduates are prepared for positions as architectural and civil CAD operators/drafters and mechanical designers.

**PROGRAM REQUIREMENTS**

#### Architectural and Civil Concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CAD 122</td>
<td>Architectural Drawing</td>
<td>3</td>
</tr>
<tr>
<td>CAD 125</td>
<td>3D Architecture, Building, and Landscape</td>
<td>3</td>
</tr>
<tr>
<td>CAD 128</td>
<td>Civil Drafting and Design</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Mechanical and Manufacturing Concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Program Electives - Choose Three

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 112</td>
<td>Advanced Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
</tbody>
</table>

### COMPUTER-AIDED DESIGN AND MANUFACTURING (CAD/CAM)

**Degree offered**
Certificate of Accomplishment in Computer Aided Design & Manufacturing (CAD/CAM)

**Credits required 22**

**Dean**
Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**
Mary Cass, Coordinator and Associate Professor of Automation Technology, mary.cass@bristolcc.edu

Program Code: CN

**Program Goals Statement**
This certificate program provides students with the needed skills to become a professional computer-aided draftsperson, mechanical, or manufacturing technicians in the engineering industry. Students learn fundamental concepts of engineering drawing through advanced computer-aided design techniques and CAD/CAM. They will utilize and set up standard machine-shop equipment and operate and program CNC machinery. Students also understand the materials to be processed and technical drawing through the use of AutoCAD, SolidWorks, Inventor, and CamWorks.

**Program Information**
- This program serves as a solid base for continuing on toward a degree with all courses transferring to BCC’s Automation, Electro-Mechanical, and Mechanical Technology programs.
- Students utilize typical industrial CNC machining centers, high-tech computer equipment, and the latest AutoDesk, SolidWorks, and/or CAM software.
- Students must have previously completed Algebra II and Geometry before enrolling in certificate courses.

**PROGRAM REQUIREMENTS**

#### Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 211</td>
<td>Computer Aided Manufacturing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 111</td>
<td>Fundamentals of Manual Machining</td>
<td>4</td>
</tr>
<tr>
<td>EGR 112</td>
<td>Automated Machining</td>
<td>3</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
</tbody>
</table>
Choose two from the following

- CAD 101 Computer Aided Drafting 3
- CAD 112 Advanced Mechanical Design with Solidworks 3
- CAD 172 Mechanical Design using Inventor 3

**Recommended Course Sequence - Fall Semester 1**

- CAD 111 Mechanical Design with Solidworks 3
- EGR 111 Fundamentals of Manual Machining 4
- EGR 172 Material Science 4
- CAD 101 Computer Aided Drafting 3
- CAD 172 Mechanical Design using Inventor 3

**Recommended Course Sequence - Spring Semester 2**

- CAD 211 Computer Aided Manufacturing 3
- EGR 112 Automated Machining 3
- CAD 101 Computer Aided Drafting 3
- CAD 112 Advanced Mechanical Design with Solidworks 3
- CAD 172 Mechanical Design using Inventor 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**CYBERSECURITY**

**Degree offered**
Certificate of Accomplishment in Security

**Credits required 22**

**Dean**
William Berardi, william.berardi@bristolcc.edu

**Program contact**
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code:** CY

**Program Goals Statement**
Expertise in computer security is in high demand. This certificate prepares students entering the computing field and professionals to upgrade their skills. It offers additional skills as part of the Networking degree option or the Webmaster degree option.

**Program information**
- Much of this certificate is available online.
- This program assumes the ability to work online to check a website and use email.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**PROGRAM REQUIREMENTS**

**Program Courses**

- CED 210 Cooperative Work Experience 3
- CIS 134 Networking Technologies 4
- CIT 150 Cyber Security Principles 3
- CIT 250 Cyber Defense and Firewall Security 3
- CIT 251 Operating Systems Vulnerability Management & Risk 3
- CIT 252 Critical Security Controls 3
- CIT 277 Cybersecurity Capstone 3

**Recommended Course Sequence - Spring Semester 1**

- CIS 134 Networking Technologies 4

**Recommended Course Sequence - Fall Semester 2**

- CIT 150 Cyber Security Principles 3

**Recommended Course Sequence - Spring Semester 4**

- CED 210 Cooperative Work Experience 3
- CIT 252 Critical Security Controls 3
- CIT 277 Cybersecurity Capstone 3

**Recommended Course Sequence - Spring Semester 3**

- CIT 250 Cyber Defense and Firewall Security 3
- CIT 251 Operating Systems Vulnerability Management & Risk 3

---

**DEAF STUDIES PREP**

**Degree offered**
Certificate of Accomplishment in Deaf Studies Prep

**Credits required 17**

**Dean**
Ulli K. Ryder, ulli.ryder@bristolcc.edu

**Program contact**
Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

**Program Code:** DD

**Program Goals Statement**
This certificate program is designed for students interested in American Sign Language and the lives of Deaf people. It is a great collection of gateway Deaf Studies courses for students in non-Deaf Studies degree programs that seek specialized skills and knowledge in a competitive job market. It is also an effective way to decide if Deaf Studies is a major one wants to pursue. This certificate does not lead to employment.

**Program Information**

- This certificate program is a good choice for Deaf Studies students wishing to explore their program of study and career options while they complete developmental work.
- Students are encouraged to be active in our ASL/Deaf Studies club and are required to be active in the Deaf community.
- Students will spend an additional hour per week engaged in language lab activities with each ASL course taken.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I 3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II 3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication 1</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies 4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture 3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign Language I 3</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies 4</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture 3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign Language II 3</td>
</tr>
<tr>
<td>ASL 181</td>
<td>Visual/Gestural Communication 1</td>
</tr>
</tbody>
</table>

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**DEVELOPMENTAL DISABILITIES**

**Degree offered**

Certificate of Achievement in Developmental Disabilities

**Credits required** 24

**Dean**

Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**

Paul F. Correia, Coordinator, paul.correia@bristolcc.edu

**Program Code**: DV

**Program Goals Statement**

This certificate prepares students to work within the broad range of developmental disabilities populations, including individuals with mental retardation, autism, Down and Fetal Alcohol Syndromes, various neurological and sensory impairments, and other emotional and behavioral disorders.

**Program Information**

- Most courses in the Developmental Disabilities certificate apply to both the Human Services degree and certificate programs.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare 3</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health 3</td>
</tr>
<tr>
<td>SER 260</td>
<td>Supervision and Leadership in Human Services 3</td>
</tr>
<tr>
<td>SER 261</td>
<td>Developmental Disabilities 3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop 1</td>
</tr>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I 5</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare 3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health 3</td>
</tr>
<tr>
<td>SER 260</td>
<td>Supervision and Leadership in Human Services 3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop 1</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 261</td>
<td>Developmental Disabilities 3</td>
</tr>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I 5</td>
</tr>
</tbody>
</table>

**Gainful Employment Program Disclosure**
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

EARLY CHILDHOOD EDUCATION
INFANT/TODDLER

Degree offered
Certificate of Achievement in Early Childhood Education
Infant/Toddler

Credits required 25

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Melissa Cardelli, C.A.G.S., Program Coordinator,
Professor of Early Childhood Education,
melissa.cardelli@bristolcc.edu

Program Code: IF

Program Goals Statement
This certificate program introduces students to the application of principles of respectful care and education of infants and toddlers (birth through 2.9 years). Through placement in a supervised infant/toddler setting, students demonstrate their understanding of the principles and skills needed to provide quality education and respectful care.

Program Information
• Course credits apply toward an associate degree in Early Childhood Education.
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with State regulations by early child care agencies.

Academic Expectations
• All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

Special Requirements for the Program

Health Requirements
Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork
During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge. Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112 Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113 Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ECE 223 Infant-Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 236 Infant-Toddler Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 244 Parent-Teacher Communications and Partnerships</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251 Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112 Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113 Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 223 Infant-Toddler Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 236 Infant-Toddler Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 244 Parent-Teacher Communications and Partnerships</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251 Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
EARLY CHILDHOOD EDUCATION
PRESCHOOL

Degree offered
Certificate of Achievement in Early Childhood Education
Preschool

Credits required 28

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Melissa Cardelli, C.A.G.S., Program Coordinator, Professor of Early Childhood Education, melissa.cardelli@bristolcc.edu

Program Code: EA

Program Goals Statement
This certificate program prepares students to enter the field as a qualified entry-level professional ready to work with preschool children in settings such as daycare, learning centers, and family child care.

Program Information
• Required courses meet the requirements for teacher credential as identified by the Department of Early Education and Child Care (DEEC).
• Course credits apply toward an associate degree in Early Childhood Education.
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with State regulations by early child care agencies and schools.

Academic Expectations
• All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

Special Requirements for the Program

Health Requirements
Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork

During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
EARLY CHILDHOOD EDUCATION - SCHOOL AGE CHILD CARE

Degree offered
Certificate of Accomplishment in Early Childhood Education/School Age Child Care

Credits required 22

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code

Program Goals Statement
This certificate program is designed for students interested in working with school aged children in out-of-school time settings such as the YMCA and after-school programs in elementary schools. With the knowledge, training, and skills acquired, it helps students enter and explore their career interest in working with school age children. This certificate folds into the Early Childhood Education - Child Care Careers Associate Degree.

Program Information
• Course credits apply toward an Associate Degree in Early Childhood Education
• Courses address the knowledge and competencies required for Group Leader position in School Age Child Care Programs (DEEC, CMR7.O)
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with state regulations. C.O.R.I. and S.O.R.I. checks are processed through the Human Resources Office and early childhood education agencies/schools.

Academic Expectations
• All Early Childhood students must achieve grades of "C-" or better in all subject courses with an ECE designation.

Special Requirements for the Program

Health Requirements
Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork

During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge. Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 125 Social Emotional Development of School-Age Child</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222 Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 238 School Age Child Care Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 244 Parent-Teacher Communications and Partnerships</td>
<td>3</td>
</tr>
<tr>
<td>ECE 255 Teaching Practicum II and Seminar II: School-Age Child Care Setting</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
ENG 101 Composition I: College Writing 3
ECE 111 Introduction to Early Childhood Education 3
ECE 125 Social Emotional Development of School-Age Child 3
ECE 222 Special Needs in Early Childhood 3

Recommended Course Sequence - Spring Semester 2
ECE 238 School Age Child Care Curriculum Planning 3
ECE 244 Parent-Teacher Communications and Partnerships 3
ECE 255 Teaching Practicum II and Seminar II: School-Age Child Care Setting 4

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
ELECTROCARDIOGRAPHY (EKG) TECHNICIAN

Degree Offered
Certificate of Accomplishment in Electrocardiography

Credits Required 17

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program Contact
Lisa Wright, Professor, Coordinator of Medical Assisting and EKG Programs, lisa.wright@bristolcc.edu

Program Code: EK

Program Goals Statement
The program goal is to prepare students for entry-level employment as professional and competent Electrocardiography (EKG) Technicians, and to meet the needs of the local health care community.

Program Information
- EKG Technicians operate noninvasive equipment which print graphic tracings of electrical impulses transmitted by the heart. The technician is responsible for maintaining the equipment and supplies, preparing the patient for the test, and monitoring the patient during the procedure. The graphic tracing aids in the diagnosis of heart disease, monitors the effect of drug therapy, and analyzes changes in the condition of the patient's heart over a period of time.
- In addition to performing routine diagnostic electrocardiograms, EKG technicians may specialize in continuous ambulatory (Holter) monitoring or cardiac stress testing. Holter monitoring records a patient's cardiac rhythm for a 24- to 48-hour period while patients' pursue their normal routines. Cardiac stress testing monitors and records a patient's cardiac rhythm during a period of prescribed exercise.
- Additional duties may include scheduling of appointments, data entry into computerized machines, typing of physicians' interpretations, and maintaining patient files.
- Graduates of the program are eligible to sit for a national EKG certification exam.

Admission Requirements
- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HLT 116</td>
<td>Introduction to Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HLT 118</td>
<td>Fundamentals of Electrocardiography</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 116</td>
<td>Introduction to Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HLT 118</td>
<td>Fundamentals of Electrocardiography</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must receive a minimum of "C-" in HLT 118 to complete EKG Certificate requirements.

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

EMERGENCY MEDICAL TECHNICIAN

Degree offered
Certificate of Recognition in Emergency Medical Technician

Credits required 8

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Stephen Rivard, Coordinator of Fire Science Technology, stephen.rivard@bristolcc.edu
**Program Code: EB**

**Program Goals Statement**

The Emergency Medical Technician Certificate Program is designed to provide students with the skills and knowledge to pursue a career as an EMT. Successful completion of the program coursework qualifies students to sit for the State of Massachusetts EMT license examination. This State license is mandatory for all personnel who wish to pursue a career working on an ambulance. EMT licensure is also the first step in training for a career as a paramedic or with the fire service. EMT training is a valuable skill for those pursuing careers in the healthcare. EMT students gain practical experience by taking part in both hands-on activities and simulations.

**Program Information**

- Successful completion of the program coursework will qualify students to sit for the State of Massachusetts EMT certification examination.
- EMT students will gain practical experience by taking part in both hands-on activities and simulations.
- EMT certification is the first step in training for a career as a Paramedic or with the fire service.
- Courses transfer to the Fire Science Associate's degree program.

**PROGRAM REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
</tbody>
</table>

**GEOGRAPHIC INFORMATION SYSTEMS**

**Degree offered**

Certificate of Recognition in Geographic Information Systems

**Credits required 12**

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program Contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: GE

**Program Goals Statement**

Geographic Informational Systems (GIS) provides a powerful tool in any academic discipline to analyze relationships among data. It is commonly used in business, environmental, geographical, political, law enforcement, and social science applications.

**Program Information**

- This certificate introduces students to GIS and provides them with the skills necessary to layer various types of data in an electronic format and to study and identify relationships among the data.
- This program serves as a solid base for continuing toward a degree with courses transferring to BCC’s Environmental Technology program.

**PROGRAM REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>GIS 102</td>
<td>Applications of Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS 102</td>
<td>Applications of Geographic Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

**GEOTOURISM DESTINATION MANAGEMENT**

**Degree offered**

Certificate of Achievement in Geotourism Destination Management

**Credits required 27**

Dean
William Berardi, william.berardi@bristolcc.edu

Program Contact
E. Jon Bjornson, Coordinator of Geotourism, e.jon.bjornson@bristolcc.edu

Program Code: GT

**Program Goals Statement**

The program provides skills needed for professional tourism planning that guides a community’s growth and protects its resources. It focuses on development of
sustainable tourism operations that honor a community's values and goals.

Program Information

- This program offers students the opportunity to develop strong communications, organizational, and critical-thinking skills as well as practical preparation for entry into the Tourism career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, tour destination guide, cruise ship employee and corporate travel agent.
- Students may earn credit in field placements at such sites as Colette Tours, Massachusetts Information Centers, Newport Historical Society, and any other local tourism destination site.
- All courses are taught by experienced hospitality and tourism industry professionals.

After BCC

- The program is designed for tourism destination managers, marketers, developers, tour operators, business owners, planners, and others who want to accelerate their careers in tourism development.
- Graduates may work in local, regional, or national planning organizations.

PROGRAM REQUIREMENTS

Choose one of the following
- COM 101 Fundamentals of Public Speaking 3
- COM 114 Professional Speaking 3

General Courses
- CED 210 Cooperative Work Experience 3
- ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Fall Semester 1
- ENG 101 Composition I: College Writing 3
- COM 101 Fundamentals of Public Speaking 3
- Or
- COM 114 Professional Speaking 3
- MAN 101 Principles of Management 3
- HOS 222 Tour Destination Planning 3
- HOS 130 Introduction to Geotourism 3

Recommended Course Sequence - Spring Semester 2
- CED 210 Cooperative Work Experience 3
- HOS 231 Principles of Community Based Tourism 3
- HOS 132 Geotourism Management 3
- COM 241 Public Relations 3

Core Courses
- COM 241 Public Relations 3
- MAN 101 Principles of Management 3
- HOS 222 Tour Destination Planning 3
- HOS 130 Introduction to Geotourism 3

HOS 132 Geotourism Management 3
HOS 231 Principles of Community Based Tourism 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

GERONTOLOGY

Degree offered
Certificate of Achievement in Gerontology

Credits required 24

Dean of Behavioral and Social Science
Kathleen Pearle, kathleen.pearle@bristolcc.edu
Program contact
John Tormey, Coordinator of Thanatology and Professor of Psychology/Thanatology, john.tormey@bristolcc.edu

Program Code: GY

Program Goals Statement

The Gerontology certificate program prepares students to understand and effectively respond to myriad issues, challenges, choices, and problems encountered in the aging process.

Program Information

- Students, especially those pursuing a degree in General Studies, are invited to consider a two-for-one program, using their electives wisely to include Gerontology as a special expertise in the degree program. Students are invited, but are not required, to take PSY 267 (p. 585) as a foundation for other Gerontology courses. In the event that core courses fit better with a student’s schedule, they have permission to register for those courses.

After BCC

- Students are prepared to seek employment in various senior agencies, retirement communities, health care facilities, home- and adult-care programs, hospice organizations, and the myriad entrepreneur possibilities that respond to senior needs and interests.
PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
<tr>
<td>PSY 269</td>
<td>Geropsychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 262</td>
<td>Social Issues in Aging</td>
<td>3</td>
</tr>
<tr>
<td>SOC 263</td>
<td>Senior Life - Choices and Challenges</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Elective - Choose one from the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
<td>3</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
<tr>
<td>HLT 115</td>
<td>Personal and Community Health</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Elective - Choose one from the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 262</td>
<td>Introduction to Thanatology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 264</td>
<td>Psychology of Grief</td>
<td>3</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Health/Human Service Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Thanatology Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

GRAPHIC DESIGN

Degree offered
Certificate of Achievement in Graphic Design

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design, marisa.millard@bristolcc.edu

Program Code: GD

Program Goals Statement
This certificate prepares students for careers in graphic design, including support positions for advertising, print, and interactive design. This certificate is particularly suited for those with a background in art or design who want to update or extend their skills.

Program Information

- Students use the state-of-the-art Design Macintosh lab and industry-standard graphic software and peripherals.
- Students gain a firm foundation in the creative process and use of visual language for communication and develop a professional-quality portfolio.

Related Programs

- Graphic Design transfer program, Web Design & Media Arts career program

After BCC

- Graduates work in graphic design firms, advertising agencies, publishing houses, and in Web design and in-house design departments of companies.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 262</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students with satisfactory drawing portfolio may take ART 216 instead of ART 111, with permission of director.
Choose two electives from

- ART 271  Web Design I  3
- ART 276  Multimedia Design  3
- ART 280  Electronic Imaging  3
- ART 292  Design Studio  3

**Recommended Course Sequence - Summer**

Consider taking ART 111 and ART 260 to lighten semester load.

**Recommended Course Sequence - Fall Semester 1**

- ART 261  Graphic Design I  3
- ART 266  Typography Design  3
- ENG 101  Composition I: College Writing  3

**Recommended Course Sequence - Spring Semester 2**

- Art Elective  3
- ART 262  Graphic Design II  3
- ART 267  Publication Design  3

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**GREEN BUILDING TECHNOLOGY**

**Degree offered**

Certificate of Accomplishment in Green Building Technology

**Credits required 22/23**

**Dean**

Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**

Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

**Program Code**: GB

**Program Goals Statement**

This certificate introduces students to the construction profession and provides them with the applied technical skills necessary for employment as construction technicians or to direct a construction project. Students learn the process of constructing a green building from the ground up, develop an in-depth working knowledge of energy efficiency, conservation and construction estimating techniques, and gain practical experience in preparing working drawings for building construction. Graduates of this program will be prepared to complete the LEED Green Associate certification, which denotes basic knowledge of green design, construction, and operations. Due to the great use of CAD equipment by architects and engineers, as well as drafters, students also develop drafting techniques using computer-aided design and drafting software, including AutoCAD.

**Program Information**

- Certificate courses can apply to BCC’s Civil, Architectural and Structural Technology degree programs.
- Students may earn this certificate and the degree simultaneously.
- Students interested in transferring to a Bachelor degree program in Engineering should select MTH-152 (p. 572)

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101  Computer Aided Drafting  3</td>
</tr>
<tr>
<td>CAD 122  Architectural Drawing  3</td>
</tr>
<tr>
<td>EGR 123  Green Building Practices  4</td>
</tr>
<tr>
<td>EGR 125  Construction Estimating  3</td>
</tr>
<tr>
<td>EGR 183  Energy Efficiency and Conservation Measures  3</td>
</tr>
<tr>
<td>ENG 101  Composition I: College Writing  3</td>
</tr>
</tbody>
</table>

**Choose one of the following**

- MTH 141  Technical Mathematics I  4
- MTH 152  College Algebra  3

**Recommended Course Sequence - Fall Semester**

- MTH 141  Technical Mathematics I  4
- Or
- CAD 101  Computer Aided Drafting  3

**Recommended Course Sequence - Spring Semester**

- CAD 122  Architectural Drawing  3
- EGR 183  Energy Efficiency and Conservation Measures  3
- ENG 101  Composition I: College Writing  3

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
### Human Services

**Degree offered**
Certificate of Achievement in Human Services Certificate

**Credits required** 24

**Dean of Behavioral and Social Sciences**
Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**
Nicole Heaney, Nicole.Heaney@bristolcc.edu

**Program Code**: HV

**Program Goals Statement**
This program provides the theoretical and skills-based knowledge to obtain entry-level positions in social and human services or, for those in the field, an upgrade of existing professional knowledge.

**Program Requirements**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop</td>
</tr>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
</tr>
</tbody>
</table>

Program Courses – Choose one elective from the following:

<table>
<thead>
<tr>
<th>Electives</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health</td>
</tr>
<tr>
<td>SOC 254</td>
<td>Alcohol Use and Abuse</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

| ENG 101 | Composition I: College Writing | 3 |
| SER 101 | Introduction to Social Welfare | 3 |

**Recommended Course Sequence - Spring Semester 2**

| PSY 101 | General Psychology             | 3 |
| SER 251 | Principles of Methods of Interviewing | 3 |
| SER 290 | Pre-Internship Planning Workshop | 1 |

**Gainful Employment Program Disclosure**
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

### Law Enforcement

**Degree offered**
Certificate of Achievement in Law Enforcement

**Credits required** 27

**Dean of Behavioral and Social Sciences**
Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**
Dana Mayhew, Coordinator and Professor of Criminal Justice & Sociology, dana.mayhew@bristolcc.edu

**Program Code**: LW

**Program Goals Statement**
The Law Enforcement Certificate program combines specialized criminal justice and general education coursework to develop the knowledge and skills necessary to enter the field of law enforcement. It develops career

<table>
<thead>
<tr>
<th>Electives</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electives</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health</td>
</tr>
<tr>
<td>SOC 254</td>
<td>Alcohol Use and Abuse</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
</tr>
</tbody>
</table>
specific knowledge in law and criminal procedure. All credits may be applied to an associate degree in criminal justice.

Program Information

- The program was developed at the request of the Massachusetts Chiefs of Police Association and is intended to provide a basic recruit-training curriculum. Courses also apply to the Quinn Bill - eligible Criminal Justice degree program.
- No academic credit can be awarded for life experience, academy, military, or other training.

Program Requirement

- Students earning a final course grade of D+ or lower in any Criminal Justice course will be withdrawn from the Criminal Justice Program. Any student withdrawn from a Criminal Justice course by an instructor for any reason, and has a grade of D+ or lower at the time of the withdrawal will be removed from the Criminal Justice Program. Any student withdrawn from the Criminal Justice Program may apply for readmission to the Program through enrollment services after retaking and earning a grade of C- or better in the course(s) which the unsatisfactory grade was earned.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 258</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

- CRJ 113: Criminal Law
- ENG 101: Composition I: College Writing
- SOC 101: Principles of Sociology

Recommended Course Sequence - Spring Semester 2

- CRJ 219: Police and Society
- CRJ 251: Criminology
- CRJ 258: Criminal Procedure
- PSY 101: General Psychology
- COM 101: Fundamentals of Public Speaking

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MARKETING

Degree offered
Certificate of Achievement in Marketing

Credits required 24

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: MK

Program information
Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Program Goals Statement
This certificate prepares students for entry-level or support positions in a marketing or sales department. Courses transfer into the Business degree programs.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111: Introduction to Business Information Systems Elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101: Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101: Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101: Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114: Sales Principles</td>
<td>3</td>
</tr>
<tr>
<td>MAR 253: Sales Management</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTIVE: Choose one 3-credit elective from ACC, BUS, MAN, MAR, or RMN

Choose one of the following

- COM 101: Fundamentals of Public Speaking 3
- COM 113: Interpersonal Speech 3
Recommended Course Sequence - Fall Semester 1
CIS 111 Introduction to Business 3
ENG 101 Composition I: College Writing 3
MAR 101 Principles of Marketing 3
And
COM 101 Fundamentals of Public Speaking 3
Or
COM 113 Interpersonal Speech 3

Recommended Course Sequence - Spring Semester 2
MAN 101 Principles of Management 3
MAR 114 Sales Principles 3
MAR 253 Sales Management 3
Business Elective 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MEDICAL ADMINISTRATIVE PRACTICES*

Degree offered
Certificate of Achievement in Medical Administrative Practices

Credits required 29

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: MP

Program Goal Statement
This fast-paced certificate program prepares students to work as an administrative assistant for doctors or dentists, in hospitals, health agencies, or related fields. They develop skills in computers, medical software, medical terminology, beginner medical transcription, insurance forms preparation, medical office procedures, text editing and employment readiness skills. (Having prior medical office experience is a plus.)

Program Information

- All credits transfer into the Office Administration Associate degree - Medical Administrative Assistant option.
- MAA courses are offered primarily during the day in Fall River.

Recommendations
- OFC 102 (p. 575) can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is a prerequisite for OFC 113 and OFC 117.
- Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Human Anatomy & Physiology).
- Take OFC 120 (Text Editing) before MAA 102 (Medical Transcription).
- The prerequisite for OFC 214 (p. 576) is OFC 113 (p. 575). Students who have not achieved the skill level equivalent to OFC 113 are required to take it.

Related Programs
- Office Administration Associate degree - Medical Administrative Assistant option
- Medical Transcription Certificate Program

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115 Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAA 101 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MAA 102 Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>MAA 204 Medical Insurance Forms Preparation</td>
<td>3</td>
</tr>
<tr>
<td>MAA 205 Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>MAA 209 Medical Office Portfolio</td>
<td>1</td>
</tr>
<tr>
<td>OFC 117 Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120 Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214 Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer
Consider taking Gen Ed courses to reduce semester load. If possible, take MAA 101 (Medical Terminology) in the summer which is the prerequisite to MAA 102 (Medical Transcription) a fall-only course.

Recommended Course Sequence - Fall Semester 1
MAA 101 Medical Terminology 3
OFC 117 Introduction to Computers and Software Applications 3
MAA 102 Medical Transcription 3
MAA 204 Medical Insurance Forms 3
OFC 120 Text Editing 3

Recommended Course Sequence - Spring Semester 2
BIO 115 Survey of Human Anatomy and Physiology 4
ENG 101 Composition I: College Writing 3
MAA 205 Medical Office Procedures 3
MAA 209 Medical Office Portfolio Development 1
OFC 214 Advanced Microsoft Word 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

MEDICAL ASSISTING

Degree offered
Certificate of Achievement in Medical Assisting

Credits required 29

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lisa Wright, Professor, Coordinator of Medical Assisting and EKG Programs, lisa.wright@bristolcc.edu

Program Code: MD

Program Goal Statement
The goal of the Medical Assisting program is to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains, as outlined by the American Association of Medical Assistants, for employment in healthcare facilities such as physician offices and clinics.

Program Information
• Medical assistants may also work in specialized clinical or administrative positions such as phlebotomy, EKG technician, patient care technician, or office manager/supervisor.
• Medical assistants are multi-skilled health professionals specifically educated to work in ambulatory settings performing administrative and clinical duties. The practice of medical assisting directly influences the public’s health and well-being and requires mastery of a complex body of knowledge and specialized skills requiring both formal education and practical experience that serve as standards for entry into the profession.
• Graduates of BCC are eligible to apply to sit for the American Association of Medical Assistants (AAMA) to be credentialed as a Certified Medical Assistant (CMA).
• Some courses in this program are only offered during the day.

The Bristol Community College Medical Assisting certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Educational Review Board (MAERB), Commission on Accreditation of Allied Health Programs, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763; 727.210.2350.

Licensing exam is not required by law in Massachusetts. The five-year average for Certification Exam Passage is: 88%.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115 Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HCI 124 Survey of Medical Coding and Billing</td>
<td>1</td>
</tr>
<tr>
<td>HLT 101 Medical Language Module I</td>
<td>1</td>
</tr>
<tr>
<td>HLT 102 Medical Language Module II</td>
<td>1</td>
</tr>
<tr>
<td>MAA 103 Medical Assisting Administrative Procedures</td>
<td>3</td>
</tr>
<tr>
<td>MAS 101 Medical Assisting Clinical Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>MAS 102 Medical Assisting Clinical Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 121 Medical Assisting Laboratory Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>MAS 122 Medical Assisting Laboratory Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 200 Medical Assisting Practicum and Theory</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Course Sequence - Fall Semester 1
ENG 101 Composition I: College Writing 3
BIO 115 Survey of Human Anatomy and Physiology 4
HLT 101 Medical Language Module I 1
MAA 103 Medical Assisting Administrative Procedures 3
MAS 101 Medical Assisting Clinical Procedures I 3
**Required Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 102</td>
<td>Medical Language Module II</td>
<td>1</td>
</tr>
<tr>
<td>HCI 124</td>
<td>Survey of Medical Coding and Billing</td>
<td>1</td>
</tr>
<tr>
<td>MAS 102</td>
<td>Medical Assisting Clinical Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 122</td>
<td>Medical Assisting Laboratory Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 200</td>
<td>Medical Assisting Practicum and Theory</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must receive a minimum of C- in all required Medical Assisting courses.

**SPECIAL REQUIREMENTS FOR THE PROGRAM**

**Admission Requirements**

- Minimally qualified applicants must have a high school diploma or state-approved high school equivalency
- Demonstrate successful completion (grade of C or higher) of high school biology with a lab
- Demonstrate successful completion (grade of C or higher) in Algebra I or higher level math
- Must have 6 credits of college coursework with grades of C or higher
- Priority will be given to the qualified applicants with a Grade Point Average (GPA) of 3.0 or higher
- Students must complete all math and science courses required for admission within 5 years of the priority application to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Medical Assisting program. Successful candidates have excelled in science and/or math courses.

**Additional Requirements and Costs**

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). A TB test and flu vaccine are required each year. Additional health requirements may be required by clinical agencies.

Students are responsible for associated costs such as uniforms, lab coats, name tag, textbooks, lab supplies, certification exam application fees, professional liability insurance, and must carry personal health insurance throughout enrollment in the program. Students must provide their own transportation to clinical assignments.

A drug screen is required upon entrance to the program, and may be required randomly by the practicum site. The fee is paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for practicum placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

**Criminal Offender Record Information and Sex Offender Registry Information Checks**

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent individuals from working in contracted health facilities, which could prevent students from completing the program objectives.

**Program Essential Functions**

The practice of medical assisting involves communication with patients and direct patient care activities. Certain cognitive and psychomotor capabilities are required for the safe and skillful performance of these activities. In order to make satisfactory progress through the medical assisting program a student must meet the following criteria.
• Visual acuity such as that needed for preparation and administration of medications, observation and measurement of laboratory values, physical assessment activities, and varied administrative tasks.

• Hearing ability such as that required to receive verbal messages from patients and staff members and to utilize varied medical equipment.

• Motor skills and coordination as needed to implement the skills required to meet the healthcare needs of patients and also to operate computers and technical equipment.

• Communication skills such as those of speech, reading, and writing as needed to interact with and interpret patient needs and communicate these as necessary to provide safe and effective care.

• Reading, writing, and cognitive skills such as those required for written examination, research papers, and the composition of business letters and other business/office related communications.

• Mathematical skills such as those required for calculating drug dosages and financial record-keeping for the physician’s office or healthcare facility.

• Intellectual and emotional ability necessary to coordinate patient care and manage activities with an ambulatory care facility.

After BCC

• Recent graduates work as entry-level medical assistants. This program is designed for graduates to enter the workforce immediately. However, many elect to continue their studies in other healthcare fields. Graduates are eligible to sit for a national certification exam. The five year average for employer satisfaction is 100%.

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MEDICAL CODING AND REIMBURSEMENT SPECIALIST

Degree offered
Certificate of Achievement in Medical Coding and Reimbursement Specialist

Credits required 29

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact

Lynne Brodeur, Dean of Health Sciences, lynne.brodeur@bristolcc.edu

Program Code: MC

Concentration Code: HCI

Program Goal Statement

The Coding and Reimbursement Specialist program is designed to prepare the student to take an active, professional role in the coding and reimbursement process for services performed by hospitals, physician and non-physician practices, and other health care entities such as skilled nursing facilities, home health agencies, and acute rehabilitation hospitals. The Coding and Reimbursement Specialist Certificate builds upon a sequence of medical reimbursement and coding related courses to satisfy a specific set for employment and career advancement. This certificate is intended to provide a strong foundation in healthcare reimbursement and coding. The graduate will be prepared to ensure that medical services and diagnoses are correctly identified and coded in the patient's medical record, and that the necessary clinical documentation is present for billing and claims completion. The Coding and Reimbursement Specialist will attain the skills needed to interact with physicians, clinical staff, third-party payers, and patients. Satisfactory completion of the program qualifies the graduate to seek credentials from the American Health Information Management Association (AHIMA) or the American Academy of Professional Coders (AAPC).

Program Information

• The field of medical coding has expanded and a coder is now responsible for more managing coded data, understanding the revenue cycle, compliance monitoring, and reimbursement issues rather than just assigning codes within healthcare than ever before. Students are required to obtain a "C" or better in all program specific (HCI) courses, HLT 106 (p. 555) and BIO 115 (p. 506).

• The program specific courses (HCI) other than the professional practice experience (PPE) are primarily offered online.
• This certificate prepares students to potentially earn any of the following Professional Coding Credentials offered by AHIMA; Certified Coding Associate (CCA), Certified Coding Specialists (CCS), and Certified Coding Specialist – Physician-Based (CCS-P®) by successfully completing the certification examination(s), and/or any of the following Professional Coding Credentials offered by the American Academy of Professional Coders (AAPC), which includes the following Professional Credentials; Certified Professional Coder (CPC), Certified Outpatient Coder (COC), or Certified Inpatient Coder (CIC) by successfully completing the certification examination(s).

• AHIMA credentials: The CCS credential is generally for professionals who are skilled in coding inpatient and outpatient medical information generally in a hospital setting. The CCA is an entry level coding certificate. The CCS-P specialize in more physician-based settings such as physicians’ offices, clinics, etc. The CCA, the CCS and the CCS-P are the only coding credentials (worldwide) that are currently accredited by the National Commission for Certifying Agencies (NCCA). For further details:
  • http://www.ahima.org/certification/exams?tabid=coding

• AAPC credentials: The CPC credentials are common in physician’s office settings. The COC is the only standalone credential for outpatient coding recognized in the healthcare industry and the CIC credential is exclusive to only inpatient hospital/facility coding. For further details:
  • http://www.aapc.com/certification/

• Two program options: Fall River day or New Bedford evening (hybrid model with online classroom learning). Fall admission only.

• Once credentialed by AHIMA, HIM coders may be able to work remotely more frequently as the industry transitions from paper to electronic medical records

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
<td>3</td>
</tr>
<tr>
<td>HCI 145</td>
<td>Coding &amp; Reimbursement Specialist PPE</td>
<td>1</td>
</tr>
</tbody>
</table>

Recommendations

To be eligible for consideration to enroll in the Health Information Management degree program, substitute BIO 233 and BIO 234 for BIO 115.

Related Programs

Health Information Management AS degree (Medical Records)

The Coding and Reimbursement Specialist Certificate is aligned with the Health Information Management AS and BS degree opportunities. It is a stand-alone certificate to prepare students to be medical coders and reimbursement specialists in the healthcare industry, but many graduates also chose to continue to complete the HIM degree while working in the field as coders and reimbursement specialists.

Special Requirements for the Program

Admission Requirements

Applicants must have a high school diploma or a state-approved high school equivalency. Prerequisites include:

• Completion of high school or college English with a minimum grade of "B-” or better.

• Completion of Algebra I (high school or college) or higher with a minimum grade of of "B-” or better.

• Completion of Chemistry or Biology with laboratory component (high school or college) with a minimum grade of "B-” or better.

• Students must complete all math and science courses required for admission within 10 years of the priority application deadline to the program.

• Transcripts from attendance at other regionally accredited college/universities may be required with
submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Applicants must have a grade point average (GPA) of 2.7 or higher in the aforementioned pre-admission courses.

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required each year. Health insurance is required. Students are responsible for associated costs. Students should plan on scheduling for a twenty-five hour professional practice experience (PPE). Students must provide their own transportation to professional practice sites.

Individual healthcare facilities may have additional requirements for professional PPE.

**Criminal Offender Record Information and Sex Offender Registry Information Checks**

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent individuals from working in contracted health facilities which could prevent students from completing the program objectives.

**Grade Requirements**

Students must receive a minimum grade of “C” (73) in all required Medical Coding courses (HCI), HLT 106, and BIO 115. Failure to earn a “C” (73) or better in required courses requires a repeat of that course, which may affect the time to complete the certificate.

**Required Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
</tbody>
</table>

Contact your program director or your advisor for required course sequence if attending on a part-time basis.

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**MEDICAL TRANSCRIPTION**

**Degree offered**
Certificate of Achievement in Medical Transcription

**Credits required** 29

**Dean**
Lynne Brodeur, lynne.brodeur@bristolcc.edu

**Program Contact**
Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: TM

**Program Goal Statement**
Students completing this fast-paced program are prepared to transcribe dictated reports for doctors, in offices, hospitals, or as independent contractors, or in related fields. They develop skills in computers, medical software, medical terminology, beginner and advanced medical transcription, medical office procedures, text editing and employment readiness skills. (Having prior medical office experience is a plus.)

**Program Information**

- All credits transfer into the Associate in Science in Office Administration - Medical Administrative Assistant Option.
- MAA courses are offered primarily during the day in Fall River.

**Admission Requirements**

- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

**Recommendations**

- OFC 102 can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is the prerequisite for OFC 113 and OFC 117.
- The prerequisite for OFC 214 is OFC 113. Students who have not achieved the skill level equivalent to OFC 113 are required to take it.
- Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Anatomy & Physiology).

**Related Programs**

- Office Administration Associate degree – Medical Administrative Assistant option
- Medical Administrative Practices Certificate program

**After BCC**

- Students learn to become medical transcriptionists and learn how to use punctuation and grammar at an advanced level.
- This certificate (if completed successfully) prepares the student to become a "scriber" transcribing live alongside the provider and patient in a hospital, medical office, or related facility.
- Some graduates work as home-based transcriptionists.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Medical Transcription</th>
<th>BIO 115</th>
<th>Survey of Human Anatomy and Physiology</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAA 101</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAA 102</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAA 203</td>
<td>Advanced Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAA 205</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>MAA 209</td>
<td>Medical Office Portfolio</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Summer**

Consider taking Gen Ed courses to reduce semester load. If possible, take MAA 101 (Medical Terminology) in the summer which is the prerequisite to MAA 102 (Medical Transcription) a fall-only course.

<table>
<thead>
<tr>
<th>Recommended Course Sequence - Fall Semester 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAA 101</td>
</tr>
<tr>
<td>OFC 120</td>
</tr>
<tr>
<td>MAA 102</td>
</tr>
<tr>
<td>OFC 117</td>
</tr>
<tr>
<td>ENG 101</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommended Course Sequence - Spring Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFC 214</td>
</tr>
<tr>
<td>BIO 115</td>
</tr>
<tr>
<td>MAA 205</td>
</tr>
<tr>
<td>MAA 203</td>
</tr>
<tr>
<td>MAA 209</td>
</tr>
</tbody>
</table>

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
MICROSOFT OFFICE CERTIFIED APPLICATION SPECIALIST (NB)

Degree offered
Certificate of Achievement in Microsoft Office Certified Application Specialist

Credits required 24

Dean
William Berardi

Program Contact
Carol Martin, Department Chair and Professor of Office Administration, ext. 2408

Program Code: MI

Program Goals Statement
This certificate prepares students to become a Microsoft Certified Application Specialist—an individual who has passed exams for certifying his or her skills in one or more of the Microsoft Office desktop applications. It provides an opportunity for students to achieve a portable, globally recognized credential that proves their abilities as productive Microsoft Office users. Office Specialist certification sets you apart in today’s competitive job market.

Program Information

- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.

- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.

- Certification exams in Word, Excel, Outlook, PowerPoint, and Access are available.

- The Microsoft Office Application Specialist certification program is the only Microsoft-approved program in the world for certifying proficiency in Microsoft Office applications.

- Students who need basic keyboarding skills should enroll in OFC 102 in Semester 1.

- This program is designed for students who plan to enter the workforce immediately.

- Graduates may go on to work in any type of office.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 130</td>
<td>Microsoft Office Word Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 131</td>
<td>Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 132</td>
<td>Microsoft Office PowerPoint Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 133</td>
<td>Microsoft Office Access Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 134</td>
<td>Microsoft Office Outlook Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 136</td>
<td>Microsoft Project</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 130</td>
<td>Microsoft Office Word Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 131</td>
<td>Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 132</td>
<td>Microsoft Office PowerPoint Specialist</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>OFC 133</td>
<td>Microsoft Office Access Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 134</td>
<td>Microsoft Office Outlook Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 136</td>
<td>Microsoft Project</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

NATIVE AMERICAN STUDIES

Degree offered
Certificate of Achievement in Native American Studies

Credits required 24

Dean of Behavioral and Social Sciences
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program Code: NV

Program Goals Statement
The Native American Studies certificate program will allow students to gain a structured understanding of the issues affecting contemporary Native American communities and acquire a broader knowledge of unique cultures rooted in this hemisphere (with an emphasis on the
Native American studies provides students with the opportunity to develop knowledge of the development, growth, and interactions of the indigenous peoples and nations of the Western Hemisphere. This certificate also places emphasis on the Native peoples of the Eastern Woodlands, particularly, the Northeast so that students can be better acquainted with the history, culture, and presence of the First Peoples of New England.

Program Information

- Students are required to complete a Service-Learning component.
- Allows students a structured understanding of issues affecting Native American communities.
- Furthers the college goal to emphasize cultural diversity.
- Embraces sustainability concepts.
- PSY 261 and SOC 261 require prerequisites of PSY 101 and SOC 101 or a waiver of the requirement

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
</tr>
<tr>
<td>ENG 102</td>
</tr>
<tr>
<td>ANT 101</td>
</tr>
<tr>
<td>ENG 259</td>
</tr>
<tr>
<td>HST 259</td>
</tr>
<tr>
<td>HST 265</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

| ANT 101         | Social and Cultural Anthropology 3 |
| ENG 101         | Composition I: College Writing 3 |

Recommended Course Sequence - Spring Semester 2

| ENG 102         | Composition II: Writing about Literature 3 |
| HST 265         | Immigration and Ethnicity in American History 3 |

Recommended Course Sequence - Fall Semester 3

| HST 259         | History of North American Indian Peoples 3 |
| ENG 259         | Native American Novels 3 |

Recommended Course Sequence - Spring Semester 4

| PSY 261, SOC 261 | |

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

NETWORKTECH

Degree offered
Certificate of Achievement in NetworkTech

Credits required 29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: NT

Program Goals Statement

This certificate allows students to learn the practical aspects of fixing hardware and software and also the basics of operating systems and networking computers.

Program Information

- This program is designed to be completed in two semesters; starting in spring and continuing in the fall.
- Students are prepared for employment as A+ technicians and as Windows Server Administrators.
- The certificate includes all topics necessary to prepare students for CompTIA A+ Certification.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Recommendations

Students are encouraged to sit for the A+ Certification exam.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
</tr>
<tr>
<td>CIS 131</td>
</tr>
<tr>
<td>CIS 132</td>
</tr>
</tbody>
</table>
CIS 134  Networking Technologies        4
CIS 160  The Microcomputer Environment  3
CIS 231  Windows Server Administration II 3
EGR 133  Computer Configuration and Repair 4
ENG 101  Composition I: College Writing 3
ENG 215  Technical Writing            3

Recommended Course Sequence - Spring Semester 1
CIS 160  The Microcomputer Environment  3
CIS 121  Operating Systems            3
CIS 131  Windows Server Administration I 3
ENG 101  Composition I: College Writing 3

Recommended Course Sequence - Fall Semester 2
ENG 215  Technical Writing            3
CIS 132  Introduction to UNIX/Linux and Shell Programming 3
CIS 134  Networking Technologies        4
CIS 231  Windows Server Administration II 3
EGR 133  Computer Configuration and Repair 4

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

OFFICE SKILLS TRAINING

Degree offered
Certificate of Achievement in Office Skills Training

Credits required 29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OK

Program Goals Statement
The Office Skills Training program provides students with useful and relevant job training for entry-level office positions. Such positions include office assistant, word processing typist, receptionist, and any position requiring Microsoft Office skills. The program focuses on computer applications and job readiness. Upon successful completion, students are prepared to take the Microsoft Certified Application Specialist exams (MCAS) offered by Microsoft.

Program Information
- This program focuses on computer applications and job readiness.
- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 131</td>
<td>Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 132</td>
<td>Microsoft Office PowerPoint Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 134</td>
<td>Microsoft Office Outlook Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 131</td>
<td>Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 132</td>
<td>Microsoft Office PowerPoint Specialist</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 134</td>
<td>Microsoft Office Outlook Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions,
fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

OFFICE SUPPORT

Degree offered
Certificate of Achievement in Office Support

Credits required 29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OS

Program Goals Statement
This certificate prepares students for entry-level positions in corporate offices, educational, medical, and legal facilities, and government agencies. Credits can be transferred into other related certificates and degree programs.

Program Information
• This program is designed for those who need to enter the job market as soon as possible.
• Distance Learning courses are available for students who enjoy the convenience of working from home.
• Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
• OFC 102 (p. 575) may be waived through previous course work or a demonstrated keyboarding speed of 20 wpm based on a three-minute timing administered by the Office Administration Department Chair.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one 3-credit elective from the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CIT 131</td>
<td>Business Creativity</td>
<td>3</td>
</tr>
<tr>
<td>LGL 180</td>
<td>Introduction to Law</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

OFFICE TECHNOLOGY MANAGEMENT

Degree offered
Certificate of Achievement in Office Technology Management

Credits required 29

Dean
Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408
Program Code: OM

Program Goals Statement
This certificate combines traditional office administration skills with the business and computer skills needed to manage an office. Students gain basic office skills and build upon that knowledge with additional computer and management courses.

Program Information
- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- All OFC courses transfer into the Office Administration degree program.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114  Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111  Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 131  Business Creativity</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101  Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102  Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113  Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117  Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262  Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following
- MAN 101  Principles of Management
- OFC 266  Administrative Office Management

Choose two 3-credit electives from the following
- CED 210  Cooperative Work Experience
- CIS 112  Advanced Business Information Systems
- CIS 122  Internet Developer
- CIT 132  Desktop Publishing
- CIT 133  Electronic Publishing
- LGL 281  Law Office Procedures
- MAR 101  Principles of Marketing
- MAN 152  Purchasing
- OFC 120  Text Editing
- OFC 150  Speech Recognition
- OFC 215  Records Management
- OFC 255  Executive Office Procedures
- OFC 260  Writing Skills for the Administrative Assistant

PRM 101  Foundations of Project Management 3

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>3</td>
</tr>
<tr>
<td>CIT 131</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>PRM 101</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

OFFSHORE WIND POWER TECHNICIAN

Degree offered
Certificate of Recognition in Offshore Wind Power Technician

Credits required 28

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Anthony Ucci, Associate Vice President for Academic Affairs and Professor of Offshore Wind Power, anthony.ucci@bristolcc.edu

Program Code: OW

Program Goals Statement
This certificate prepares students as technicians for the offshore wind power industry. Students learn aspects of applied technology such as electrical machinery, fluid systems, materials science and gain hands-on experience
with assembly, installation, operation and maintenance of wind power systems.

**Student Learning Outcomes**

See Learning Outcomes (p. 614)

**Program Information**

- Students develop practical skills associated with the operation, maintenance and troubleshooting of mechanical systems (hydraulics, pneumatics, mechanisms, and wind power devices).
- EGR 162, EGR 182 and many marine and wind industry careers require good physical health and the ability to swim and/or climb. Students with issues in these areas should discuss them with the program coordinator before enrollment.

**After BCC**

- Graduates work as turbine and foundation installers and operation and maintenance (O&M) technicians in the land-based or offshore wind industry or in a variety of marine trades professions at the technical level.

**PROGRAM REQUIREMENTS**

**Certificate Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 162</td>
<td>Marine Safety</td>
<td>1</td>
</tr>
<tr>
<td>EGR 171</td>
<td>Fluid Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 182</td>
<td>Wind Industry Safety</td>
<td>2</td>
</tr>
<tr>
<td>EGR 282</td>
<td>Wind Power Technology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 283</td>
<td>Wind Power Operations and Maintenance</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 151</td>
<td>Electrical Machinery</td>
<td>3</td>
</tr>
<tr>
<td>EGR 162</td>
<td>Marine Safety</td>
<td>1</td>
</tr>
<tr>
<td>EGR 171</td>
<td>Fluid Systems</td>
<td>4</td>
</tr>
<tr>
<td>EGR 182</td>
<td>Wind Industry Safety</td>
<td>2</td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 172</td>
<td>Material Science</td>
<td>4</td>
</tr>
<tr>
<td>EGR 282</td>
<td>Wind Power Technology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 283</td>
<td>Wind Power Operations and Maintenance</td>
<td>4</td>
</tr>
</tbody>
</table>

**PARALEGAL STUDIES**

**Degree offered**

Certificate of Achievement in Paralegal Studies

**Credits required 27**

**Dean of Behavioral and Social Sciences**

Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**

Elizabeth Nowakowski, J.D., Program Coordinator of Paralegal Studies and Associate Professor of Paralegal Studies, Elizabeth.Nowakowski@bristolcc.edu

**Program Code: PL**

**Program Goals Statement**

The Paralegal Studies certificate provides a career concentration in one of the fastest growing professions in America. Students have an opportunity to explore the field of law and gain marketable skills to perform a wide range of supportive legal functions. Please note that a Certificate or Degree in Paralegal Studies does not enable a person to practice law, represent clients in court or give legal advice; only licensed attorneys can perform these functions.

**Program Information**

- Acquire basic understanding of substantive and procedural areas of law for a variety of legal settings.
- Acquire basic skills in legal research.
- Gain work experience by selecting PLS 243 - Paralegal Internship, which places students in legal positions related to their academic program and career goal.
- Courses are offered day and evening.
- Some courses are offered online.
- PLS courses are taught by licensed attorneys with J.D.s from ABA - accredited Law Schools.
- All credits may be applied to an associate’s degree in Paralegal Studies.

**Related Programs**

- Paralegal Studies degree
- Legal Administrative Assistant degree
- Legal Office Assistant certificate

**After BCC**

- Employment in a variety of legal settings including law firms, corporate law departments, financial institutions, government agencies, or courts.
- Some graduates continue their education in advanced paralegal studies or pursue law degrees.
### PROGRAM REQUIREMENTS

#### Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

### Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

### PHARMACY TECHNICIAN

#### Degree offered
Certificate of Recognition in Pharmacy Technician

#### Credits required 12

#### Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

#### Program Contact
Lynne Brodeur, Dean, lynne.brodeur@bristolcc.edu

#### Program Code: PH

#### Program Goal Statement
This credit program will prepare the graduate to be an entry level pharmacy technician and to take the national Pharmacy Technician Certification Board (PTCB) examination. It provides an orientation to the role and working environment of the pharmacy technician in inpatient and outpatient settings and the legal responsibilities and technical activities of the pharmacy technician. An introduction to pharmaceutical sciences and functions of a pharmacy technician in health care is included. The role of the pharmacy technician, areas of specialization in the field, technical standards, state registration requirements and employment opportunities are discussed. The medical and legal aspects pharmacy technicians will encounter in their training and employment settings are addressed, as well as relevant topics such as government regulation, career pathways, membership organizations, ethics, and how medication therapy management is changing the practice of pharmacy are included. This program will include onsite laboratory instruction and external clinical experiences to provide students learning opportunities to prepare them as community and hospital pharmacy technicians. Assessment strategies for lecture and laboratory will be guided by the materials tested in the PCTB examination.

#### Program Information
- Students who successfully complete the Pharmacy Technician program will receive a Certificate of Recognition.

#### PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HLT 144</td>
<td>Pharmacy Technician I</td>
<td>8</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Recommended Course Sequence - Fall 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HLT 144</td>
<td>Pharmacy Technician I</td>
<td>8</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
</tbody>
</table>

#### Essential Functions
- The Pharmacy Technician Certificate program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional pharmacy technician. In order to meet the course requirements, students must possess the following basic abilities.
- Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
- Physical ability, sufficient mobility, and motor coordination to safely process patient prescriptions while in the upright position.
- Visual acuity sufficient to read and interpret physician orders.
• Hearing ability sufficient to respond to messages and requests from patients, physicians, staff and to respond to equipment signals.
• Communication skills sufficient to allow for communication with instructors, staff, patients and physicians.
• Emotional stability sufficient to interact professionally with instructors, staff, patients and physicians, respect patient confidentiality, use reasonable judgment and accept responsibility for their actions.

Admission Requirements
• High school diploma or a state-approved high school equivalency credential required. High School Algebra I or higher, with a grade of "B-" is required. This is a restricted program based on selective academic review.

• Students must complete all math and science courses within 5 years of priority application deadline to the program.
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission
• Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required. Health insurance and professional liability insurance are required. A ten-panel random drug screen is required upon entrance. The fee is paid by the student.
• Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

• Laboratory tests, including a random 10-panel drug screen and CORI/SORI checks are required by clinical agencies.
• Students must have current CPR Certification from the American Heart Association (Basic Life Support for Health Care Providers).

Grade Requirements
• A "C" or better is required in HLT 106 and HLT 144.

Additional Costs
• Students accepted into the program are responsible for associated costs such as uniform, name tag, graduate pin, review course, random ten-panel drug test, national certification examination, liability insurance and practicum costs including travel. Transportation to the practicum sites is the students responsibility. Students should be prepared to travel an hour or more from campus.

After BCC
• Upon completion of this program graduates are prepared for entry level practice as a pharmacy technician and are eligible to take national Pharmacy Technician Certification Board (PTCB) examination. Career pathways include related health care fields, continued education to become a pharmacist, employment in inpatient hospital settings, independent pharmacies, geriatric and assisted living facilities, and involvement in third party, prior approvals and appeals.

PHLEBOTOMY (EH)*
Degree offered
Certificate of Recognition in Phlebotomy

Credits required 7

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Debra St. George, Department Chair and Associate Professor of Clinical Laboratory Science, debra.stgeorge@bristolcc.edu

Program Code: PC

Application review begins February 1.

Program Goals Statement
Students completing the two-semester Phlebotomy Program will be prepared to perform routine and special blood collection procedures as well as process specimens prior to testing in a modern clinical laboratory. A consecutive three-week, 120 hour clinical practicum is an essential and required component of this certificate program. Clinical practicum hours are scheduled Monday through Friday during day time hours.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MED 101</td>
<td>Introduction to Clinical Laboratory Science</td>
<td>3</td>
</tr>
<tr>
<td>PLB 102</td>
<td>Principles and Methods of Phlebotomy</td>
<td>4</td>
</tr>
</tbody>
</table>

Program Information
- Two program options:
  - Traditional, offered in Fall River
  - eHealth hybrid, offered in New Bedford, 800 Purchase Street
- Students should be prepared to travel one hour or more to an assigned clinical site
- A phlebotomist must demonstrate interpersonal skills, enjoy science, and enjoy working with the public.

Essential Functions
The Phlebotomy program essential functions include cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional phlebotomist. In order to meet the course requirements, students must possess the following basic abilities:
- Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
- Physical ability, sufficient mobility and motor coordination to safely collect and process patient specimens, process specimens and use a computer.
- Visual acuity sufficient to read physician orders, obtain specimens, and differentiate colors.
- Hearing ability sufficient to respond to messages and requests from instructors, patients, physicians, and staff.
- Communication skills sufficient to allow for communication with instructors, staff, patients, and physicians.
- Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians, respect patient confidentiality, use reasonable judgment, and accept responsibility for their actions.

SPECIAL REQUIREMENTS FOR THE PROGRAM

Admission Requirements
- Applicants must possess a high school diploma or a state-approved high school equivalency credential.
- Students applying to the program having earned a high school diploma must demonstrate a minimum grade point average of 2.0.
- Chemistry or biology (high school or college) with a minimum grade “C+” (2.0) or higher.
- Math (high school or college) with a minimum grade of “C” (2.0) or higher.
- Students applying to the program with a state-approved high school equivalency credential (HISET) must demonstrate a score of 45 with a minimum score of 8 in math and a minimum score of 8 in science. HISET students must take the required prerequisite courses prior to being considered for admission to the program.
- Students applying to the program with a G.E.D. must demonstrate an overall score of 2500 with a minimum score of 500 in math and a minimum score of 500 in science. G.E.D. Students must take the required prerequisite courses prior to being considered for admission to the program.
- If a student has passed a state-approved high school equivalency credential, but does not meet the minimum score requirements, they may alternatively meet this qualification by earning the required high school GPA/minimum grade in the pre-admission requirements listed above.
• Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission
• Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. TB testing is required each year. Additional immunizations may be required by clinical agencies.
• Students must carry personal health insurance, professional liability insurance, and have current CPR certification (by the American Heart Association, Basic Life Support for Healthcare Providers (Basic Life Support for Healthcare Providers) or the American Red Cross (CPR/AED for Professional Rescuers and Healthcare Providers). Certification must be active through your last semester at Bristol Community College.
• A ten-panel random drug screen is required upon entrance. The fee is paid by the student.
• Please be advised that although Massachusetts law permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.
• Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check and a drug screen performed by a facility under contract with Bristol Community College. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.
• For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.
• A positive CORI/SORI and/or drug screen may prevent students from working in contracted health facilities, which will prevent students from completing the program objectives.

Additional Costs
• Students accepted into the program are responsible for associated costs such as uniforms, name tags, random ten-panel drug test, safety supplies, transportation to and from clinical assignments and certification examination application fees.

Grade Requirements
• MED 101 includes 45 hours of lecture. A minimum grade of “C” is required in MED 101 to progress to PLB 102. PLB 102 includes 45 hours of lecture/lab, plus 120 hours of clinical training following completion of the didactic and laboratory components. Students must achieve a minimum of “C” in the on-campus lecture and lab component of PLB 102 in order to progress to the clinical practicum component. A minimum grade of a “C” in the clinical practicum is required to receive a passing grade in the course and consequently in the program.
• Students are eligible to reapply one time only through the Admissions Office.

Clinical Affiliation
• Students will be assigned to an affiliate agency for a 120 hour clinical practicum. The practicum is a consecutive three week experience that is scheduled during the first shift (day), Monday through Friday. This is a full time commitment during those three weeks (5 days per week, 8 hours per day for 3 consecutive weeks). Students enrolled in a concurrent program may not register for courses that will conflict with the clinical practicum. Students must plan their schedules accordingly. Transportation to clinical affiliation sites is the responsibility of the student. Students should be prepared to travel an hour or more from campus. The availability of clinical affiliations depends on the area healthcare providers’ ability to accept students.
• Successful completion of program objectives is required to receive the Certificate of Recognition in Phlebotomy from Bristol Community College. Students who accomplish this achievement are eligible to take the American Society for Clinical
Pathology (ASCP-BOC) national certification examination.

- The three year average ASCP-BOC pass rate is 88%.

PORTUGUESE/ENGLISH COMMUNITY INTERPRETING

Degree offered

Certificate of Achievement in Portuguese/English Community Interpreting

Credits required 27

Dean

Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact

Carlos Almeida, LusoCentro Director and Professor of Portuguese, carlos.almeida@bristolcc.edu

Program Code: PI

Program Goals Statement

This certificate prepares bilingual students to work as interpreters in a variety of community settings. Students develop specialized vocabulary and communication skills and learn the standards and practices of professional interpreters and translators.

Program Requirements

- Interpreters are required to demonstrate written and oral fluency in both English and Portuguese.
- ENG 101 (p. 546) is a co-requisite to HUM 156 (p. 564).
- Students with prior experience as interpreters should consult with the program director or PEL Coordinator to discuss Prior Experiential Learning (PEL) credits.

Program Information

- Students with a bachelor’s degree can prepare to take the Office of Court Interpreter Services (OCIS) certification exam.
- The program follows Massachusetts Medical Interpreters Association (MMIA) guidelines.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>HUM 156</td>
<td>3</td>
</tr>
<tr>
<td>POR 321</td>
<td>3</td>
</tr>
<tr>
<td>POR 322</td>
<td>3</td>
</tr>
<tr>
<td>POR 352</td>
<td>3</td>
</tr>
<tr>
<td>POR 353</td>
<td>3</td>
</tr>
<tr>
<td>HUM 390</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

- CRJ 101 Introduction to Criminal Justice 3
- CRJ 113 Criminal Law 3
- MAA 101 Medical Terminology 3

Recommended Course Sequence - Fall Semester 1

- CRJ 101 Introduction to Criminal Justice 3
- CRJ 113 Criminal Law 3
- MAA 101 Medical Terminology 3

Recommended Course Sequence - Spring Semester 2

- ENG 101 Composition I: College Writing 3
- HUM 156 Fundamentals of Interpreting and Translating 3
- POR 321 Portuguese for Interpreters 3

Recommended Course Sequence - Fall Semester 3

- POR 322 The Portuguese Language in the World: An Introduction to the Lusofonia 3
- POR 352 Written and Sight Translation for English and Portuguese 3
- POR 353 Interpreting Portuguese/English 3
- COM 160 Intercultural Communication 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

PROJECT MANAGEMENT

Degree offered

Certificate of Achievement in Project Management

Credits required 28
Program Goals Statement

As companies look to gain efficiencies and improve their bottom line, the awareness of project management as a valuable skill and the demand for skilled project managers have definitely increased in the United States. Job opportunities for project practitioners are in the sectors of energy, healthcare, construction, finance, IT, and aerospace and defense. Project managers motivate and direct team members to achieve the goal of project completion—preferably on time and under budget. And to the team performing the work, project managers remain a visible presence for its duration.

Program Information

- This program is designed to prepare graduates to manage and lead project teams across a spectrum of business areas. Upon completion of the program, you will acquire the tools and techniques to enhance your project management skills, earn a Certificate in Project Management and be prepared to sit for the Certified Associate in Project Management exam (CAPM).

- The curriculum provides a framework of leadership principles with project management strategies and skills that are needed by successful project managers in any organization.

- The program is aligned with the core processes found in the Project Management Body of Knowledge (PMBOK) Guide.

After BCC

- Enter into a highly rewarding career that cuts across the private, non-profit, and government sectors.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PRM 101 Foundations of Project Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 102 Organizational Behavior and Projects</td>
<td>3</td>
</tr>
<tr>
<td>PRM 104 Project Stakeholder and Communications Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 201 Project Scope, Resource, Cost and Time Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 202 Project Risk, Change and Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 204 Advanced Project Management Concepts</td>
<td>3</td>
</tr>
<tr>
<td>PRM 205 CAPM Exam Preparation</td>
<td>1</td>
</tr>
<tr>
<td>OFC 131 Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 136 Microsoft Project</td>
<td>3</td>
</tr>
</tbody>
</table>

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SOLAR ENERGY

Degree offered
Certificate of Recognition in Solar Energy

Credits required 14

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: SO

Program Goals Statement

This certificate is designed to help individuals understand the fastest growing form of power generation in the world - solar power. Students will learn about design requirements, installation guidelines, materials, and resources of green energy systems. Key concepts include the basics of electrical circuits, sustainable practices, and conservation measures. Students will also be trained in energy assessment, auditing and efficiency. Upon completion of this certificate, graduates will be prepared to work in entry-level positions in energy-related fields.

Program Information

• Graduates will qualify to take the North American Board of Certified Energy Practitioners (NABCEP) PV Entry Level exam
• Enter or enhance your educational experience by going "green" in real estate, construction, management, architecture, or engineering

After BCC

• Be prepared to play an essential part in the planning, organizing, and managing of renewable energy projects nationwide.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 102 Introduction to Sustainable and Green Energy Technologies</td>
<td>3</td>
</tr>
<tr>
<td>EGR 131 Introduction to Electrical Circuits</td>
<td>4</td>
</tr>
<tr>
<td>EGR 183 Energy Efficiency and Conservation Measures</td>
<td>3</td>
</tr>
<tr>
<td>EGR 284 Solar Power</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

| EGR 102 Introduction to Sustainable and Green Energy Technologies | 3 |
| EGR 131 Introduction to Electrical Circuits | 4 |
| EGR 183 Energy Efficiency and Conservation Measures | 3 |

Recommended Course Sequence - Spring Semester 2

| EGR 284 Solar Power | 4 |

Credits required 27

Dean

Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact

Eduardo Soren Triff, Coordinator of Spanish/English Community Interpreting and Associate Professor of Spanish, eduardo.triff@bristolcc.edu

Program Code: SI

Program Goals Statement

This certificate prepares bilingual students (Spanish and English) to work as interpreters in a variety of community settings. Students develop specialized vocabulary and communication skills and learn the standards and practices of professional interpreters and translators.

Program Requirements

• Interpreters are required to demonstrate written and oral fluency in both English and Spanish by taking a written and oral exam before being accepted to the program.

• A passing score on the written and oral Spanish exams are prerequisites to HUM 156.

• ENG 101 (p. 546) is a co-requisite of HUM 156.

• Students with prior experience as interpreters should consult with the program director to discuss Prior Learning Assessment (PLA) credits.

Program Information

• Students with a bachelor’s degree can prepare to take the Office of Court Interpreter Services (OCIS) certificate exam.

• The program follows the Massachusetts Medical Interpreters Association (MMIA) guidelines.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160 Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 101 Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 113 Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HUM 156 Fundamentals of Interpreting and Translating</td>
<td>3</td>
</tr>
<tr>
<td>HUM 390 Fieldwork in Interpreting Portuguese/Spanish</td>
<td>3</td>
</tr>
<tr>
<td>MAA 101 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>SPA 321 Spanish for Interpreters</td>
<td>3</td>
</tr>
<tr>
<td>SPA 322 The Spanish Language in the World</td>
<td>3</td>
</tr>
<tr>
<td>SPA 353 Spanish/English Interpreting</td>
<td>3</td>
</tr>
<tr>
<td>SPA 354 Written and Sight Translation for English and Spanish</td>
<td>3</td>
</tr>
</tbody>
</table>
Choose one of the following
CRJ 101 Introduction to Criminal Justice 3
CRJ 113 Criminal Law 3
MAA 101 Medical Terminology 3

Recommended Course Sequence - Fall Semester 1
CRJ 101 Introduction to Criminal Justice 3
Or
CRJ 113 Criminal Law 3
Or
MAA 101 Medical Terminology 3
And
ENG 101 Composition I: College Writing 3
HUM 156 Fundamentals of Interpreting and Translating 3
SPA 321 Spanish for Interpreters 3

Recommended Course Sequence - Spring Semester 2
SPA 322 The Spanish Language in the World 3
SPA 353 Spanish/English Interpreting 3
SPA 354 Written and Sight Translation for English and Spanish 3
COM 160 Intercultural Communication 3

Recommended Course Sequence - Fall Semester 3
HUM 390 Fieldwork in Interpreting Portuguese/Spanish 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SURVEYING TECHNOLOGY/SURVEYING

Degree offered
Certificate of Achievement in Surveying

Credits required 27/30

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: SY

Program Goals Statement
Surveying is the art, science, and technology of determining or establishing the position of points through field measurements. This certificate program introduces students to the surveying profession and provides them with the basic skills necessary to obtain employment as surveying technicians.

Program Information
- Certificate courses can apply to BCC’s Architectural and Structural Technology and Civil Technology degree programs. Students may earn this certificate and the degree simultaneously.
- The program is suitable for individuals wishing to enter the surveying profession, as well as for practicing surveyors who may lack formal education. Most courses are transferable to many two- and four-year degree programs.
- MTH 141 (p. 572) or MTH 152 and MTH 172 are prerequisites for EGR 221 (p. 542).

PROGRAM REQUIREMENTS

Program Courses
CAD 101 Computer Aided Drafting 3
CAD 128 Civil Drafting and Design 3
EGR 125 Construction Estimating 3
EGR 221 Surveying I 4
EGR 222 Surveying II 4
ENG 101 Composition I: College Writing 3
EGR 226 Legal Aspects of Boundary Surveying 3

Choose from the following
MTH 141 Technical Mathematics I 4
Or
MTH 152 College Algebra 3
And
MTH 172 Precalculus with Trigonometry 4

Recommended Course Sequence - Fall Semester 1
CAD 101, EGR 125, EGR 221 and MTH 141 or MTH 152 and MTH 172

Recommended Course Sequence - Spring Semester 2
CAD 128 Civil Drafting and Design 3
EGR 222 Surveying II 4
ENG 101 Composition I: College Writing 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SUBSTANCE ABUSE COUNSELING

Degree offered
Certificate of Achievement in Substance Abuse Counseling

**Credits required 29**

**Dean**
Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**
Bruce Frazer, Bruce.Frazer@bristolcc.edu

**Program Code**: SAC

**Program Goals Statement**
The goal of this program is bimodal: The program will provide students the opportunity to prepare for positions as Substance Abuse Counselors as well as meet the education and supervised clinical experiences that are required to qualify for licensure for Certified Alcohol and Drug Abuse Counselor that is offered through the Massachusetts Board of Substance Abuse Counseling Certification.

**Program Information**
- Prepare students to recognize and respond to the challenges of Substance Abuse Counseling in varied settings.
- Understand ethical implications working in the field of Substance Abuse Counseling.
- Gain skills necessary to work effectively with this population in a myriad of settings.
- Hands on experience in the field will allow students the opportunity to accrue the number of hours of experience needed before licensing.

**After BCC**
- This program is designed to prepare students to work in the field of Substance Abuse Counseling.
- Students who complete the program and pass the CADC will be prepared for a myriad of positions including: Individual and familial counseling with persons living with addiction; group counseling; case management; inpatient and outpatient rehabilitation facilities; psycho-educational and prevention work in the community.
- This certificate program will prepare students who wish to further their education in psychology, human services and sociology.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 281</td>
<td>The Effects of Drugs on the Body and Mind</td>
<td>3</td>
</tr>
<tr>
<td>PSY 287</td>
<td>Introduction to Addiction Studies</td>
<td>3</td>
</tr>
<tr>
<td>SAC 255</td>
<td>Counseling in the Community and Case Management</td>
<td>3</td>
</tr>
<tr>
<td>SAC 260</td>
<td>Introduction to Substance Abuse Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SAC 290</td>
<td>Substance Abuse Counseling Practicum I</td>
<td>2</td>
</tr>
<tr>
<td>SAC 291</td>
<td>Substance Abuse Counseling Practicum II</td>
<td>6</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**
- ENG 101 Composition I: College Writing 3
- PSY 101 General Psychology 3
- PSY 281 The Effects of Drugs on the Body and Mind 3

**Recommended Course Sequence - Spring Semester 2**
- PSY 255 Abnormal Psychology 3
- PSY 287 Introduction to Addiction Studies 3
- SAC 290 Substance Abuse Counseling Practicum I 2

**Recommended Course Sequence - Spring Semester 3**
- SAC 255 Counseling in the Community and Case Management 3
- SAC 260 Introduction to Substance Abuse Counseling 3
- SAC 291 Substance Abuse Counseling Practicum II 6

**Gainful Employment Program Disclosure**
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuition, fees, and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**SUSTAINABLE AGRICULTURE (FORMERLY ORGANIC AGRICULTURE TECHNICIAN)**

**Degree offered**
Certificate of Accomplishment

**Credits required 17**

**Dean**
Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**
Kimberly Amaral Newton, Program Coordinator and Professor of Biology, kimberly.newton@bristolcc.edu
Program Goals Statement
Gain the academic knowledge and practical skills to enter the expanding world of sustainable organic agriculture and technology. The program is for those with an appreciation for the natural world, ecology, human health and welfare, and a spirit of entrepreneurship.

Program Information
• The program addresses the growing need to make food and agriculture production more local, sustainable, and ecologically sound.
• Students learn business and technical skills to pursue an organic agricultural enterprise.
• Hands-on experience gives students practical skills and connections in the agriculture community.

After BCC
• The certificate provides graduates with a credential to pursue employment as a skilled technician in agricultural production, as a farm manager, or to develop their own agricultural enterprise. Graduates who also receive an Associate degree are eligible to join the U.S. Peace Corps as an international agricultural development volunteer or work with a nonprofit community development organization. Graduates may pursue an Associate of Science degree at the University of Massachusetts/Stockbridge or a bachelor's degree in Organic/Sustainable Agriculture at a number of four-year universities including University of Massachusetts/Amherst, University of Rhode Island, University of Vermont, Green Mountain College (VT), and Sterling College (VT).

PROGRAM REQUIREMENTS

Program Courses
AGR 114  Sustainable Agriculture I  4
AGR 115  Sustainable Agriculture II  4
AGR 116  Water Acquisition and Conservation  2
SCI 115  Science and Care of Plants  4
SOC 216  Food, Famine, and Farming in the Global Village  3

Program Electives
AGR 122  Natural Beekeeping Practices  2
AGR 123  Organic Pest and Disease Management  2
AGR 124  Permaculture: Design for Regeneration  3

Recommended Course Sequence - Fall Semester 1
AGR 114  Sustainable Agriculture I  4
SOC 216  Food, Famine, and Farming in the Global Village  3

AGR 123  Organic Pest and Disease Management  2
AGR 124  Permaculture: Design for Regeneration  3

Recommended Course Sequence - Spring Semester 2
AGR 115  Sustainable Agriculture II  4
SCI 115  Science and Care of Plants  4
AGR 116  Water Acquisition and Conservation And
AGR 122  Natural Beekeeping Practices  2

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SUSTAINABILITY STUDIES

Degree offered
Certificate of Achievement in Sustainability Studies

Credits required 28

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Lee Wood, Professor of Sociology, nancylee.wood@bristolcc.edu

Program Code: SN

Program Goals Statement
The goal of this Social Science-based, interdisciplinary sustainability program is to provide a "fast-track" educational option that allows students to become familiar with general ecological issues, challenges, and opportunities. It is designed for students to delve deeply into societal issues brought on by climate change, resource depletions, and species extinctions and to develop relevant knowledge, responses, and adaptations to current and future ecological challenges. While students of all
backgrounds will find this program useful, it is ideal for students who already have post-secondary educational experience and/or who are working in a field in which they would like to apply sustainability knowledge.

Program Information

- Students are required to consider practical human dimensions of ecological issues and their impacts on human societies.
- Students are prepared to recognize, anticipate, and respond knowledgeably to ecological challenges in multiple societal settings.
- Students are required to identify ways in which sustainability knowledge applies to their field of interest and/or to their sphere of employment.
- Students are encouraged to explore ways in which sustainability education applies to civic and personal life.

After BCC

- Graduates will be able to work as Sustainability Consultants in numerous areas (e.g., schools, government agencies, community service organizations, public health sectors, business organizations).
- Graduates, already employed in their chosen field, will be able to incorporate sustainability knowledge into their current work (e.g., education, social work, urban planning, public health, business management).
- Graduates will be able to transfer to other colleges and universities that offer related programs (e.g., Environmental Studies, Sustainability Studies, Urban Studies, Social Work, Education, and Business).
- Students will be able to enhance and supplement their studies with a Certificate in Sustainability while completing academic work in their major.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Elective - Choose One</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151 Digital Photography 1</td>
<td>SUS 201 Sustainability, Human Rights, and Climate Justice 3</td>
</tr>
<tr>
<td>COM 101 Fundamentals of Public Speaking 3</td>
<td>SOC 253 Environmental Sociology: Ecology and the Built Environment 3</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing 3</td>
<td></td>
</tr>
<tr>
<td>HUM 150 Ecotopics, Education and Society 3</td>
<td></td>
</tr>
<tr>
<td>SCI 110 Science vs. Pseudoscience 3</td>
<td></td>
</tr>
<tr>
<td>SUS 101 Sustainability and Humankind's Dilemma: Life on a Tough New Planet 3</td>
<td></td>
</tr>
<tr>
<td>SUS 102 Resilient Sustainability: Preparing for the Future 3</td>
<td></td>
</tr>
<tr>
<td>SUS 104 Sustainability from Different Perspectives - 12 Faculty 3</td>
<td></td>
</tr>
<tr>
<td>SUS 203 Sustainable Economics: The Rise of the New Economy 3</td>
<td></td>
</tr>
<tr>
<td>ART 151 Digital Photography 1</td>
<td>SOC 253 Environmental Sociology: Ecology and the Built Environment 3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

- ENG 101 Composition I: College Writing 3
- SUS 101 Sustainability and Humankind's Dilemma: Life on a Tough New Planet 3
- SCI 110 Science vs. Pseudoscience 3
- HUM 150 Ecotopics, Education and Society 3
- ART 151 Digital Photography 1

Recommended Course Sequence - Spring Semester 2

- COM 101 Fundamentals of Public Speaking 3
- SUS 102 Resilient Sustainability: Preparing for the Future 3
- SUS 104 Sustainability from Different Perspectives - 12 Faculty 3
- SUS 203 Sustainable Economics: The Rise of the New Economy 3
- SUS 201 Sustainability, Human Rights, and Climate Justice 3
- SOC 253 Environmental Sociology: Ecology and the Built Environment 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuition, fees, and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

THANATOLOGY AND FUNERAL SERVICE PREPARATORY

Degree offered

Certificate of Achievement in Thanatology and Funeral Service Preparatory

Credits required 24/25

Dean of Behavioral and Social Sciences

Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact

John Tormey, Coordinator of Thanatology and Funeral Service Preparatory and Professor of Psychology/Thanatology, john.tormey@bristolcc.edu
Program Code: TC

Program Goals Statement
This certificate examines how loss affects physical, psychological, and social well-being. This program is unique to BCC and can be taken on its own or as a program to enrich such care giving and service professions as education, nursing, criminal justice, human services, pastoral ministry, and funeral service.

Program Information
• This program has articulation agreements with FINE Mortuary College and Mt. Ida College.
• Students who complete the certificate in Thanatology can take the following courses to transfer to FINE Mortuary College for a career in funeral service ACC 101 (p. 494), MAN 154 (p. 567), BIO 233 (p. 508), BIO 234 (p. 508).

Recommendations
• Students should complete PSY 101 (p. 584) and PSY 262 (p. 585) before registering for PSY 264 (p. 585) and PSY 266 (p. 585).

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>3</td>
</tr>
<tr>
<td>PSY 262</td>
<td>3</td>
</tr>
<tr>
<td>PSY 264</td>
<td>3</td>
</tr>
<tr>
<td>PSY 266</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTIVE: Choose from BIO, HLT, NUR

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

WATER QUALITY PROFESSIONAL

Degree offered
Certificate of Recognition in Water Quality Professional

Credits required 13

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: WQ

Program Goals Statement
This certificate provides students with skills for entering careers in water and wastewater treatment. Coursework prepares students for the Massachusetts operator certification examinations or can be used as contact hours by those already in the field. Courses can be transferred to the Engineering Technology degree program.

Program Information
• Students choose the Drinking Water or Wastewater concentration for preparation for the certificate exam of their choice.
• Field operators may use coursework to fulfill state license Training Contact Hours (TCHs) requirements.
• Some prerequisites may be required before enrolling in courses in this program. These courses may be completed at BCC, or credit may be transferred from another institution or granted through BCC’s Prior Experiential Learning (PEL) program.
• This program serves as a solid base for continuing toward a degree with courses transferring to BCC’s Environmental Technology program.

PROGRAM REQUIREMENTS

Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>3</td>
</tr>
<tr>
<td>EGR 141</td>
<td>3</td>
</tr>
<tr>
<td>EGR 241</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Course - Drinking Water Treatment Plant Operator

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 244</td>
<td>4</td>
</tr>
</tbody>
</table>

Concentration Course - Wastewater Treatment Plant Operator

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 242</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 141</td>
<td>3</td>
</tr>
<tr>
<td>EGR 241</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>3</td>
</tr>
<tr>
<td>EGR 242</td>
<td>4</td>
</tr>
<tr>
<td>EGR 244</td>
<td>4</td>
</tr>
</tbody>
</table>
WEB DESIGN

Degree offered
Certificate of Achievement in Web Design

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, Web Design, and Professor of Graphic Design, marisa.millard@bristolcc.edu

Program Code: WB

Program Goals Statement
This certificate prepares students to respond to the needs of the new media design industries, specifically the Web design. Students receive a firm grounding in the basics of design and current design technology, with a strong emphasis on visual communications. This program is specifically suited for those with a technical or art/design background who want to expand their skill set.

Program Information
• This program is intended to help students enter the job market directly into careers in multimedia design, Web design, and Web animation.
• Courses in this program transfer into the degree program in Web Design & Media Arts career and in Graphic Design.

PROGRAM REQUIREMENTS

Program Courses
ART 260  Computer Graphics  3
ART 261  Graphic Design I  3
ART 262  Graphic Design II  3
ART 267  Publication Design  3
ART 271  Web Design I  3
ENG 101  Composition I: College Writing  3

Choose one art elective from
ART 272  Web Design II  3
ART 273  Advanced Web Design Studio  3
ART 281  Web Animation  3

Art or other approved elective, choose two from
CED 210  Cooperative Work Experience  3
ART 266  Typography Design  3
ART 276  Multimedia Design  3

Recommended Course Sequence - Summer
ART 260  Computer Graphics  3
ART 271  Web Design I  3

Recommended Course Sequence - Fall Semester 1
Program Elective  3
ART 261  Graphic Design I  3
ENG 101  Composition I: College Writing  3

Recommended Course Sequence - Spring Semester 2
Program Elective  3
Program Elective  3
ART 261  Graphic Design I  3
ENG 101  Composition I: College Writing  3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

WINDOWS SERVER ADMINISTRATION

Degree offered
Certificate of Recognition in Windows Server Administration

Credits required 9

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: WA

Program Goals Statement
Learn to use Windows administrative tools to set up, manage, and use basic network services, including file systems, network printing, and security. Students learn how to install and configure all software necessary for using a Windows 2003 network.

Program Information
• Plan to spend large blocks of time developing proficiency.
• Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Recommendations
• Students without basic computer skills should enroll in CIS 111 (p. 514) prior to enrolling in this program.
- Students who need basic keyboarding skills should enroll in OFC 102 (p. 575) prior to enrolling in this program.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121 Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131 Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 231 Windows Server Administration II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

| CIS 121 Operating Systems            | 3     |

**Recommended Course Sequence - Spring Semester 2**

| CIS 131 Windows Server Administration I | 3     |

**Recommended Course Sequence - Fall Semester 3**

| CIS 231 Windows Server Administration II | 3     |
CERTIFICATES - BY AREA OF STUDY

FINANCIAL AID-ELIGIBLE CERTIFICATES

Financial Aid-eligible Certificates

Credits earned in the certificate programs listed below are eligible for financial aid consideration and may serve as credits in fulfilling an Associate Degree program. All Associate Degree programs qualify for financial aid consideration.

Accounting (AG)
Administrative Assistant (OC)
Art (AC)
Computer Forensics (FR)
Computer-aided Design and Manufacturing (CAD) (CN)
Computer Programming (CZ)
Deaf Studies Prep (DD)
Developmental Disabilities (DV)
Early Childhood Education Pre-school (EA)
Early Childhood Education Infant/Toddler (IF)
Early Childhood Education School Age Child Care (EG)
Electrocardiography (EKG) Technician
Geotourism Destination Management (GT)
Gerontology (GY)
Graphic Design (GD)
Green Building Technology (GB)
Human Services (HV)
Law Enforcement (LW)
Marketing (MK)
Medical Assisting (MD)
Medical Coding and Reimbursement Specialist (MC)
Medical Administrative Practices (MP)
Medical Transcription (TM)
Microsoft Office Certified Application Specialist (MI)
Native American Studies (NV)
Network Tech (NT)
Office Skills Training (OK)
Office Support (OS)
Office Technology Management (OM)
Offshore Wind Power Technician (OW)
Paralegal Studies (PS)
Portuguese/English Community Interpreting (PI)
Project Management (PM)
Small Business and Entrepreneurial Management (SB)
Spanish/English Community Interpreting (SI)
Substance Abuse Counseling (SAC)
Surveying (SY)
Sustainability Studies (SN)
Sustainable Agriculture (SG)
Thanatology and Funeral Service Prep (TC)
Web Design (WB)

Division of Humanities and Education

ART

Degree offered
Certificate of Achievement in Art

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Erik Durant, Coordinator of and Instructor in Art, erik.durant@bristolcc.edu

Program Code: AC

Program Goals Statement
The Art Certificate is an intensive investigation into the student’s choice of applied art. Students design their own program to increase their knowledge of the arts and their competency and skill in various media and methods, and to make their leisure time more enjoyable.
Program Information

- All courses are taught by Art faculty.
- Students may transfer courses into the Art Transfer degree program.
- Students should follow the same sequence of all studio arts courses as recommended for the Art Transfer program.

Recommendations

- Students are recommended to confine outside work to no more than 15 hours per week.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Art Courses</th>
<th>27</th>
</tr>
</thead>
</table>

Choose 27 credits of ART courses with the help of an advisor. See the course descriptions (p. 498) for more information.

Recommended Course Sequence

Contact your program director, Erik Durant, or your advisor for course sequencing recommendations.

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

DEAF STUDIES PREP

Degree offered

Certificate of Accomplishment in Deaf Studies Prep

Credits required 17

Dean

Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact

Sandra Lygren, Coordinator and Professor of Deaf Studies, sandra.lygren@bristolcc.edu

Program Code: DD

Program Goals Statement

This certificate program is designed for students interested in American Sign Language and the lives of Deaf people. It is a great collection of gateway Deaf Studies courses for students in non-Deaf Studies degree programs that seek specialized skills and knowledge in a competitive job market. It is also an effective way to decide if Deaf Studies is a major one wants to pursue. This certificate does not lead to employment.

Program Information

- This certificate program is a good choice for Deaf Studies students wishing to explore their program of study and career options while they complete developmental work.
- Students are encouraged to be active in our ASL/Deaf Studies club and are required to be active in the Deaf community.
- Students will spend an additional hour per week engaged in language lab activities with each ASL course taken.

PROGRAM REQUIREMENTS

Program Courses

| ASL 101    | Elementary American Sign Language I | 3 |
| ASL 102    | Elementary American Sign Language II | 3 |
| ASL 181    | Visual/Gestural Communication         | 1 |
| DST 101    | Introduction to Deaf Studies          | 4 |
| DST 110    | Deaf Culture                          | 3 |
| ENG 101    | Composition I: College Writing        | 3 |

Recommended Course Sequence - Fall Semester 1

| ASL 101    | Elementary American Sign Language I | 3 |
| DST 101    | Introduction to Deaf Studies         | 4 |
| DST 110    | Deaf Culture                         | 3 |
| ENG 101    | Composition I: College Writing       | 3 |

Recommended Course Sequence - Spring Semester 2

| ASL 102    | Elementary American Sign Language II | 3 |
| ASL 181    | Visual/Gestural Communication         | 1 |

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
EARLY CHILDHOOD EDUCATION
INFANT/TODDLER

Degree offered
Certificate of Achievement in Early Childhood Education Infant/Toddler

Credits required 25

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Melissa Cardelli, C.A.G.S., Program Coordinator, Professor of Early Childhood Education, melissa.cardelli@bristolcc.edu

Program Code: IF

Program Goals Statement
This certificate program introduces students to the application of principles of respectful care and education of infants and toddlers (birth through 2.9 years). Through placement in a supervised infant/toddler setting, students demonstrate their understanding of the principles and skills needed to provide quality education and respectful care.

Program Information
• Course credits apply toward an associate degree in Early Childhood Education.
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with State regulations by early child care agencies.

Academic Expectations
• All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

Special Requirements for the Program

Health Requirements
Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork
During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge. Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113</td>
<td>3</td>
</tr>
<tr>
<td>ECE 223</td>
<td>3</td>
</tr>
<tr>
<td>ECE 236</td>
<td>3</td>
</tr>
<tr>
<td>ECE 244</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
ECE 111  Introduction to Early Childhood Education 3
ECE 113  Safe and Healthy Early Childhood Learning Environments 3
ECE 223  Infant-Toddler Development 3
ECE 236  Infant-Toddler Curriculum Planning 3
ECE 244  Parent-Teacher Communications and Partnerships 3
ECE 251  Teaching Practicum I and Seminar I 4
ENG 101  Composition I: College Writing 3

Recommended Course Sequence - Spring Semester 2
ECE 112  Observing, Recording, and Analyzing Early Childhood Settings 3
ECE 223  Infant-Toddler Development 3
ECE 236  Infant-Toddler Curriculum Planning 3
ECE 244  Parent-Teacher Communications and Partnerships 3
ECE 251  Teaching Practicum I and Seminar I 4
ENG 101  Composition I: College Writing 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

EARLY CHILDHOOD EDUCATION
PRESCHOOL

Degree offered
Certificate of Achievement in Early Childhood Education
Preschool

Credits required 28

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Melissa Cardelli, C.A.G.S., Program Coordinator,
Professor of Early Childhood Education,
melissa.cardelli@bristolcc.edu

Program Code: EA

Program Goals Statement
This certificate program prepares students to enter the field as a qualified entry-level professional ready to work with preschool children in settings such as daycare, learning centers, and family child care.

Program Information
• Required courses meet the requirements for teacher credential as identified by the Department of Early Education and Child Care (DEEC).
• Course credits apply toward an associate degree in Early Childhood Education.
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with State regulations by early child care agencies and schools.

Academic Expectations
• All Early Childhood students must achieve grades of “C-” or better in all subject courses with an ECE designation.

Special Requirements for the Program
Health Requirements
Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork
During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge.

Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 113</td>
<td>Safe and Healthy Early Childhood Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>ECE 234</td>
<td>Preschool Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>ECE 251</td>
<td>Teaching Practicum I and Seminar I</td>
<td>4</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

EARLY CHILDHOOD EDUCATION - SCHOOL AGE CHILD CARE

Degree offered
Certificate of Accomplishment in Early Childhood Education/School Age Child Care
Credits required 22

Dean
Kathleen Pearle, Kathleen.Pearle@bristolcc.edu

Program contact
Ravitha Amarasingham, Ed.D Department Chair-Program Coordinator and Professor of Early Childhood Education, ravitha.amarasingham@bristolcc.edu

Program Code

Program Goals Statement
This certificate program is designed for students interested in working with school aged children in out-of-school time settings such as the YMCA and after-school programs in elementary schools. With the knowledge, training, and skills acquired, it helps students enter and explore their career interest in working with school age children. This certificate folds into the Early Childhood Education - Child Care Careers Associate Degree.

Program Information

• Course credits apply toward an Associate Degree in Early Childhood Education
• Courses address the knowledge and competencies required for Group Leader position in School Age Child Care Programs (DEEC, CMR7.O)
• C.O.R.I. (Criminal Offender Record Information) and S.O.R.I. (Sexual Offender Registry Information) background checks are required prior to clinical placement and are conducted in accordance with state regulations. C.O.R.I. and S.O.R.I. checks are processed through the Human Resources Office and early childhood education agencies/schools.

Academic Expectations

• All Early Childhood students must achieve grades of "C-" or better in all subject courses with an ECE designation.

Special Requirements for the Program

Health Requirements

Accepted applicants must have a physical examination, Hepatitis B immunization, other immunizations as required by the Massachusetts Department of Public Health, and must have a tuberculosis test each year.

Fieldwork

During this program, which requires a practicum experience, Early Childhood students should be aware that young children are physically very active. Students must be able to move quickly and have sufficient visual and hearing acuity to accurately monitor children in their charge. Transportation to fieldwork sites is the responsibility of the student. Students should be prepared to travel up to an hour from campus for these assignments.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
</tr>
<tr>
<td>ECE 125</td>
<td>Social Emotional Development of School-Age Child</td>
</tr>
<tr>
<td>ECE 222</td>
<td>Special Needs in Early Childhood</td>
</tr>
<tr>
<td>ECE 238</td>
<td>School Age Child Care Curriculum Planning</td>
</tr>
<tr>
<td>ECE 244</td>
<td>Parent-Teacher Communications and Partnerships</td>
</tr>
<tr>
<td>ECE 255</td>
<td>Teaching Practicum II and Seminar II: School-Age Child Care Setting</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

ENG 101
ECE 111
ECE 125
ECE 222

Recommended Course Sequence - Spring Semester 2

ECE 238
ECE 244
ECE 255

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

GRAPHIC DESIGN

Degree offered
Certificate of Achievement in Graphic Design

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu
Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, and Web Design, and Professor of Graphic Design, marisa.millard@bristolcc.edu
Program Code: GD

Program Goals Statement
This certificate prepares students for careers in graphic design, including support positions for advertising, print, and interactive design. This certificate is particularly suited for those with a background in art or design who want to update or extend their skills.

Program Information
• Students use the state-of-the-art Design Macintosh lab and industry-standard graphic software and peripherals.
• Students gain a firm foundation in the creative process and use of visual language for communication and develop a professional-quality portfolio.

Related Programs
• Graphic Design transfer program, Web Design & Media Arts career program

After BCC
• Graduates work in graphic design firms, advertising agencies, publishing houses, and in Web design and in-house design departments of companies.

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 260</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 262</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students with satisfactory drawing portfolio may take ART 216 instead of ART 111, with permission of director.

Choose two electives from
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 271</td>
<td>Web Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 276</td>
<td>Multimedia Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 280</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 292</td>
<td>Design Studio</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer
Consider taking ART 111 and ART 260 to lighten semester load.

Recommended Course Sequence - Fall Semester 1
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 261</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Typography Design</td>
<td>3</td>
</tr>
</tbody>
</table>

ENG 101 Composition I: College Writing 3
Art Elective 3

Recommended Course Sequence - Spring Semester 2
Art Elective 3
ART 262 Graphic Design II 3
ART 267 Publication Design 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

PORTUGUESE/ENGLISH COMMUNITY INTERPRETING

Degree offered
Certificate of Achievement in Portuguese/English Community Interpreting

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Carlos Almeida, LusoCentro Director and Professor of Portuguese, carlos.almeida@bristolcc.edu
Program Code: PI

Program Goals Statement
This certificate prepares bilingual students to work as interpreters in a variety of community settings. Students develop specialized vocabulary and communication skills and learn the standards and practices of professional interpreters and translators.

Program Requirements
• Interpreters are required to demonstrate written and oral fluency in both English and Portuguese.
• ENG 101 (p. 546) is a co-requisite to HUM 156 (p. 564).
• Students with prior experience as interpreters should consult with the program director or PEL Coordinator to discuss Prior Experiential Learning (PEL) credits.
Program Information

- Students with a bachelor’s degree can prepare to take the Office of Court Interpreter Services (OCIS) certification exam.
- The program follows Massachusetts Medical Interpreters Association (MMIA) guidelines.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>HUM 156</td>
<td>3</td>
</tr>
<tr>
<td>POR 321</td>
<td>3</td>
</tr>
<tr>
<td>POR 322</td>
<td>3</td>
</tr>
<tr>
<td>POR 352</td>
<td>3</td>
</tr>
<tr>
<td>POR 353</td>
<td>3</td>
</tr>
<tr>
<td>HUM 390</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

- CRJ 101 Introduction to Criminal Justice 3
- CRJ 113 Criminal Law 3
- MAA 101 Medical Terminology 3

Recommended Course Sequence - Fall Semester 1

- CRJ 101 Introduction to Criminal Justice 3
- Or
- CRJ 113 Criminal Law 3
- Or
- MAA 101 Medical Terminology 3

Recommended Course Sequence - Spring Semester 2

- POR 322 The Portuguese Language in the World: An Introduction to the Lusofonia 3
- POR 352 Written and Sight Translation for English and Portuguese 3
- POR 353 Interpreting Portuguese/English 3
- COM 160 Intercultural Communication 3

Recommended Course Sequence - Fall Semester 3

- HUM 390 Fieldwork in Interpreting Portuguese/Spanish 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight. See: Gainful Employment Information

SPANISH ENGLISH COMMUNITY INTERPRETING

Degree offered
Certificate of Achievement in Spanish/English Community Interpreting

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Eduardo Soren Triff, Coordinator of Spanish/English Community Interpreting and Associate Professor of Spanish, eduardo.triff@bristolcc.edu

Program Code: SI

Program Goals Statement
This certificate prepares bilingual students (Spanish and English) to work as interpreters in a variety of community settings. Students develop specialized vocabulary and communication skills and learn the standards and practices of professional interpreters and translators.

Program Requirements

- Interpreters are required to demonstrate written and oral fluency in both English and Spanish by taking a written and oral exam before being accepted to the program.
- A passing score on the written and oral Spanish exams are prerequisites to HUM 156.
- ENG 101 (p. 546) is a co-requisite of HUM 156.
- Students with prior experience as interpreters should consult with the program director to discuss Prior Learning Assessment (PLA) credits.

Program Information

- Students with a bachelor’s degree can prepare to take the Office of Court Interpreter Services (OCIS) certificate exam.
- The program follows the Massachusetts Medical Interpreters Association (MMIA) guidelines.
PROGRAM REQUIREMENTS

Program Courses
COM 160  Intercultural Communication  3
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
ENG 101  Composition I: College Writing  3
HUM 156  Fundamentals of Interpreting and Translating  3
HUM 390  Fieldwork in Interpreting Portuguese/Spanish  3
MAA 101  Medical Terminology  3
SPA 321  Spanish for Interpreters  3
SPA 322  The Spanish Language in the World  3
SPA 353  Spanish/English Interpreting  3
SPA 354  Written and Sight Translation for English and Spanish  3

Choose one of the following
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
MAA 101  Medical Terminology  3

Recommended Course Sequence - Fall Semester 1
CRJ 101  Introduction to Criminal Justice  3
Or
CRJ 113  Criminal Law  3
Or
MAA 101  Medical Terminology  3
And
ENG 101  Composition I: College Writing  3
HUM 156  Fundamentals of Interpreting and Translating  3
SPA 321  Spanish for Interpreters  3

Recommended Course Sequence - Spring Semester 2
SPA 322  The Spanish Language in the World  3
SPA 353  Spanish/English Interpreting  3
SPA 354  Written and Sight Translation for English and Spanish  3
COM 160  Intercultural Communication  3

Recommended Course Sequence - Fall Semester 3
HUM 390  Fieldwork in Interpreting Portuguese/Spanish  3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

WEB DESIGN

Degree offered
Certificate of Achievement in Web Design

Credits required 27

Dean
Ulli K. Ryder, ulli.ryder@bristolcc.edu

Program contact
Marisa Millard, Coordinator of Animation, Graphic Design, Web Design, and Professor of Graphic Design, marisa.millard@bristolcc.edu

Program Code: WB

Program Goals Statement
This certificate prepares students to respond to the needs of the new media design industries, specifically the Web design. Students receive a firm grounding in the basics of design and current design technology, with a strong emphasis on visual communications. This program is specifically suited for those with a technical or art/design background who want to expand their skill set.

Program Information
- This program is intended to help students enter the job market directly into careers in multimedia design, Web design, and Web animation.
- Courses in this program transfer into the degree program in Web Design & Media Arts career and in Graphic Design.

PROGRAM REQUIREMENTS

Program Courses
ART 260  Computer Graphics  3
ART 261  Graphic Design I  3
ART 262  Graphic Design II  3
ART 267  Publication Design  3
ART 271  Web Design I  3
ENG 101  Composition I: College Writing  3

Choose one art elective from
ART 272  Web Design II  3
ART 273  Advanced Web Design Studio  3
ART 281  Web Animation  3

Art or other approved elective, choose two from
CED 210  Cooperative Work Experience  3
ART 266  Typography Design  3
ART 276  Multimedia Design  3

Recommended Course Sequence - Summer
ART 260  Computer Graphics  3
ART 271  Web Design I  3

Recommended Course Sequence - Fall Semester 1
Program Elective  3
ART 261  Graphic Design I  3
ENG 101  Composition I: College Writing 3

**Recommended Course Sequence - Spring Semester 2**

Program Elective 3
Program Elective 3
ART 261  Graphic Design I 3
ENG 101  Composition I: College Writing 3

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

## Division of Behavioral and Social Sciences

### DEVELOPMENTAL DISABILITIES

**Degree offered**
Certificate of Achievement in Developmental Disabilities

**Credits required 24**

**Dean**
Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**
Paul F. Correia, Coordinator, paul.correia@bristolcc.edu

Program Code: DV

**Program Goals Statement**

This certificate prepares students to work within the broad range of developmental disabilities populations, including individuals with mental retardation, autism, Down and Fetal Alcohol Syndromes, various neurological and sensory impairments, and other emotional and behavioral disorders.

**Program Information**

- Most courses in the Developmental Disabilities certificate apply to both the Human Services degree and certificate programs.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing 3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology 3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare 3</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health 3</td>
</tr>
<tr>
<td>SER 260</td>
<td>Supervision and Leadership in Human Services 3</td>
</tr>
<tr>
<td>SER 261</td>
<td>Developmental Disabilities 3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop 1</td>
</tr>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I 5</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

ENG 101  Composition I: College Writing 3
SER 101  Introduction to Social Welfare 3

**Recommended Course Sequence - Spring Semester 2**

PSY 101  General Psychology 3
SER 261  Developmental Disabilities 3
SER 290  Pre-Internship Planning Workshop 1

**Recommended Course Sequence - Fall Semester 3**

SER 212  Special Topics in Mental Health 3
SER 260  Supervision and Leadership in Human Services 3

**Recommended Course Sequence - Spring Semester 4**

SER 291  Field Experience and Seminar I 5

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

## GERONTOLOGY

**Degree offered**
Certificate of Achievement in Gerontology

**Credits required 24**

**Dean of Behavioral and Social Science**
Kathleen Pearle, kathleen.pearle@bristolcc.edu

**Program contact**
John Tormey, Coordinator of Thanatology and Professor of Psychology/Thanatology, john.tormey@bristolcc.edu

Program Code: GY

**Program Goals Statement**

The Gerontology certificate program prepares students to understand and effectively respond to myriad issues, challenges, choices, and problems encountered in the aging process.

**Program Information**
• Students, especially those pursuing a degree in General Studies, are invited to consider a two-for-one program, using their electives wisely to include Gerontology as a special expertise in the degree program. Students are invited, but are not required, to take PSY 267 (p. 585) as a foundation for other Gerontology courses. In the event that core courses fit better with a student’s schedule, they have permission to register for those courses.

After BCC
• Students are prepared to seek employment in various senior agencies, retirement communities, health care facilities, home- and adult-care programs, hospice organizations, and the myriad entrepreneur possibilities that respond to senior needs and interests.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
<tr>
<td>PSY 269</td>
<td>Geropsychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 262</td>
<td>Social Issues in Aging</td>
<td>3</td>
</tr>
<tr>
<td>SOC 263</td>
<td>Senior Life - Choices and Challenges</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Elective - Choose one from the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 111</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 117</td>
<td>Physiology of Wellness</td>
<td>3</td>
</tr>
<tr>
<td>BIO 121</td>
<td>Fundamentals of Biological Science I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 220</td>
<td>Introduction to Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BIO 233</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 234</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>FIR 170</td>
<td>Emergency Care I</td>
<td>4</td>
</tr>
<tr>
<td>FIR 171</td>
<td>Emergency Care II</td>
<td>4</td>
</tr>
<tr>
<td>HLT 115</td>
<td>Personal and Community Health</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Elective - Choose one from the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 262</td>
<td>Introduction to Thanatology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 264</td>
<td>Psychology of Grief</td>
<td>3</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

PSY 267  Introduction to Gerontology: The Study of Aging

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 267</td>
<td>Introduction to Gerontology: The Study of Aging</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

HUMAN SERVICES

Degree offered
Certificate of Achievement in Human Services Certificate

Credits required 24

Dean of Behavioral and Social Sciences
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nicole Heaney, Nicole.Heaney@bristolcc.edu

Program Code: HV

Program Goals Statement

This program provides the theoretical and skills-based knowledge to obtain entry-level positions in social and human services or, for those in the field, an upgrade of existing professional knowledge.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop</td>
<td>1</td>
</tr>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I</td>
<td>5</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>
Program Courses – Choose one elective from the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior</td>
<td>3</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SOC 254</td>
<td>Alcohol Use and Abuse</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Electives

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>PSY 252</td>
<td>Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSY 253</td>
<td>Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 254</td>
<td>Psychology of Personality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 258</td>
<td>Introduction to Behavior</td>
<td>3</td>
</tr>
<tr>
<td>PSY 266</td>
<td>Introduction to Grief Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SER 212</td>
<td>Special Topics in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SOC 254</td>
<td>Alcohol Use and Abuse</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SER 251</td>
<td>Principles of Methods of Interviewing</td>
<td>3</td>
</tr>
<tr>
<td>SER 290</td>
<td>Pre-Internship Planning Workshop</td>
<td>1</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SER 291</td>
<td>Field Experience and Seminar I</td>
<td>5</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

LAW ENFORCEMENT

Degree offered

Certificate of Achievement in Law Enforcement

Credits required 27

Dean of Behavioral and Social Sciences

Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact

Nancy Santopadre, Coordinator and Assistant Professor of Criminal Justice, Nancy.Santopadre@bristolcc.edu

Program Code: LW

Program Goals Statement

The Law Enforcement Certificate program combines specialized criminal justice and general education coursework to develop the knowledge and skills necessary to enter the field of law enforcement. It develops career specific knowledge in law and criminal procedure. All credits may be applied to an associate degree in criminal justice.

Program Information

- The program was developed at the request of the Massachusetts Chiefs of Police Association and is intended to provide a basic recruit-training curriculum. Courses also apply to the Quinn Bill - eligible Criminal Justice degree program.
- No academic credit can be awarded for life experience, academy, military, or other training.

Program Requirement

- Students earning a final course grade of D+ or lower in any Criminal Justice course will be withdrawn from the Criminal Justice Program. Any student withdrawn from a Criminal Justice course by an instructor for any reason, and has a grade of D+ or lower at the time of the withdrawal will be removed from the Criminal Justice Program. Any student withdrawn from the Criminal Justice Program may apply for readmission to the Program through enrollment services after retaking and earning a grade of C- or better in the course(s) which the unsatisfactory grade was earned.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>
Program Courses
CRJ 101 Introduction to Criminal Justice  3
CRJ 113 Criminal Law  3
CRJ 219 Police and Society  3
CRJ 251 Criminology  3
CRJ 258 Criminal Procedure  3

Recommended Course Sequence - Fall Semester 1
CRJ 113 Criminal Law  3
ENG 101 Composition I: College Writing  3
SOC 101 Principles of Sociology  3

Recommended Course Sequence - Spring Semester 2
CRJ 219 Police and Society  3
CRJ 251 Criminology  3
CRJ 258 Criminal Procedure  3
PSY 101 General Psychology  3
COM 101 Fundamentals of Public Speaking  3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

NATIVE AMERICAN STUDIES

Degree offered
Certificate of Achievement in Native American Studies

Credits required 24

Dean of Behavioral and Social Sciences
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program Code: NV

Program Goals Statement
The Native American Studies certificate program will allow students to gain a structured understanding of the issues affecting contemporary Native American communities and acquire a broader knowledge of unique cultures rooted in this hemisphere (with an emphasis on the native nations of North America). Native American studies provides students with the opportunity to develop knowledge of the development, growth, and interactions of the indigenous peoples and nations of the Western Hemisphere. This certificate also places emphasis on the Native peoples of the Eastern Woodlands, particularly, the Northeast so that students can be better acquainted with the history, culture, and presence of the First Peoples of New England.

Program Information
- Students are required to complete a Service-Learning component.
- Allows students a structured understanding of issues affecting Native American communities.
- Furthers the college goal to emphasize cultural diversity
- Embraces sustainability concepts.
- PSY 261 and SOC 261 require prerequisites of PSY 101 and SOC 101 or a waiver of the requirement

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>ANT 101</td>
<td>Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indian Peoples</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in American History</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
ENG 101 Composition I: College Writing  3
ENG 101 Composition I: College Writing  3

Recommended Course Sequence - Spring Semester 2
ENG 102 Composition II: Writing about Literature  3
HST 265 Immigration and Ethnicity in American History  3

Recommended Course Sequence - Fall Semester 3
HST 259 History of North American Indian Peoples  3
ENG 259 Native American Novels  3

Recommended Course Sequence - Spring Semester 4
PSY 261, SOC 261

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information
PARALEGAL STUDIES

Degree offered
Certificate of Achievement in Paralegal Studies

Credits required 27

Dean of Behavioral and Social Sciences

Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Elizabeth Nowakowski, J.D., Program Coordinator of Paralegal Studies and Associate Professor of Paralegal Studies, Elizabeth.Nowakowski@bristolcc.edu

Program Code: PL

Program Goals Statement
The Paralegal Studies certificate provides a career concentration in one of the fastest growing professions in America. Students have an opportunity to explore the field of law and gain marketable skills to perform a wide range of supportive legal functions. Please note that a Certificate or Degree in Paralegal Studies does not enable a person to practice law, represent clients in court or give legal advice; only licensed attorneys can perform these functions.

Program Information
• Acquire basic understanding of substantive and procedural areas of law for a variety of legal settings.
• Acquire basic skills in legal research.
• Gain work experience by selecting PLS 243 - Paralegal Internship, which places students in legal positions related to their academic program and career goal.
• Courses are offered day and evening.
• Some courses are offered online.
• PLS courses are taught by licensed attorneys with J.D.s from ABA - accredited Law Schools.
• All credits may be applied to an associate’s degree in Paralegal Studies.

Related Programs
• Paralegal Studies degree
• Legal Administrative Assistant degree
• Legal Office Assistant certificate

After BCC
• Employment in a variety of legal settings including law firms, corporate law departments, financial institutions, government agencies, or courts.
• Some graduates continue their education in advanced paralegal studies or pursue law degrees.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td></td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PLS 105</td>
<td>Law Office Management</td>
<td>3</td>
</tr>
<tr>
<td>PLS 100</td>
<td>Introduction to Paralegal Studies and Legal Ethics</td>
<td></td>
</tr>
<tr>
<td>PLS 101</td>
<td>Civil Litigation and Procedure</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLS 120</td>
<td>Basic Legal Research</td>
<td>3</td>
</tr>
<tr>
<td>PLS 121</td>
<td>Family Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 230</td>
<td>Criminal Law and Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PLS 241</td>
<td>Wills, Estates, and Trusts</td>
<td>3</td>
</tr>
<tr>
<td>PLS 243</td>
<td>Paralegal Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SUBSTANCE ABUSE COUNSELING

Degree offered
Certificate of Achievement in Substance Abuse Counseling

Credits required 29

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Bruce Frazer, Bruce.Frazer@bristolcc.edu

Program Code: SAC

Program Goals Statement
The goal of this program is bimodal: The program will provide students the opportunity to prepare for positions as Substance Abuse Counselors as well as meet the education and supervised clinical experiences that are required to qualify for licensure for Certified Alcohol and Drug Abuse Counselor that is offered through the Massachusetts Board of Substance Abuse Counseling Certification.

Program Information
- Prepare students to recognize and respond to the challenges of Substance Abuse Counseling in varied settings.
- Understand ethical implications working in the field of Substance Abuse Counseling.
- Gain skills necessary to work effectively with this population in a myriad of settings.
- Hands on experience in the field will allow students the opportunity to accrue the number of hours of experience needed before licensing.

After BCC
- This program is designed to prepare students to work in the field of Substance Abuse Counseling.
- Students who complete the program and pass the CADC will be prepared for a myriad of positions including: Individual and familial counseling with persons living with addiction; group counseling; case management; inpatient and outpatient rehabilitation facilities; psycho-educational and prevention work in the community.
- This certificate program will prepare students who wish to further their education in psychology, human services and sociology.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 255</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 281</td>
<td>The Effects of Drugs on the Body and Mind</td>
<td>3</td>
</tr>
<tr>
<td>PSY 287</td>
<td>Introduction to Addiction Studies</td>
<td>3</td>
</tr>
<tr>
<td>SAC 255</td>
<td>Counseling in the Community and Case Management</td>
<td>3</td>
</tr>
<tr>
<td>SAC 260</td>
<td>Introduction to Substance Abuse Counseling</td>
<td>3</td>
</tr>
<tr>
<td>SAC 290</td>
<td>Substance Abuse Counseling Practicum I</td>
<td>2</td>
</tr>
<tr>
<td>SAC 291</td>
<td>Substance Abuse Counseling Practicum II</td>
<td>6</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
- ENG 101 Composition I: College Writing 3
- PSY 101 General Psychology 3
- PSY 281 The Effects of Drugs on the Body and Mind 3

Recommended Course Sequence - Spring Semester 2
- PSY 255 Abnormal Psychology 3
- PSY 287 Introduction to Addiction Studies 3
- SAC 290 Substance Abuse Counseling Practicum I 2

Recommended Course Sequence - Spring Semester 3
- SAC 255 Counseling in the Community and Case Management 3
- SAC 260 Introduction to Substance Abuse Counseling 3
- SAC 291 Substance Abuse Counseling Practicum II 6

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuition, fees, and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SUSTAINABILITY STUDIES

Degree offered
Certificate of Achievement in Sustainability Studies

Credits required 28

Dean
Kathleen Pearle, kathleen.pearle@bristolcc.edu

Program contact
Nancy Lee Wood, Professor of Sociology, nancylee.wood@bristolcc.edu

Program Code: SN

Program Goals Statement
The goal of this Social Science-based, interdisciplinary sustainability program is to provide a "fast-track" educational option that allows students to become familiar with general ecological issues, challenges, and
opportunities. It is designed for students to delve deeply into societal issues brought on by climate change, resource depletions, and species extinctions and to develop relevant knowledge, responses, and adaptations to current and future ecological challenges. While students of all backgrounds will find this program useful, it is ideal for students who already have post-secondary educational experience and/or who are working in a field in which they would like to apply sustainability knowledge.

**Program Information**

- Students are required to consider practical human dimensions of ecological issues and their impacts on human societies.
- Students are prepared to recognize, anticipate, and respond knowledgeably to ecological challenges in multiple societal settings.
- Students are required to identify ways in which sustainability knowledge applies to their field of interest and/or to their sphere of employment.
- Students are encouraged to explore ways in which sustainability education applies to civic and personal life.

**After BCC**

- Graduates will be able to work as Sustainability Consultants in numerous areas (e.g., schools, government agencies, community service organizations, public health sectors, business organizations).
- Graduates, already employed in their chosen field, will be able to incorporate sustainability knowledge into their current work (e.g., education, social work, urban planning, public health, business management).
- Graduates will be able to transfer to other colleges and universities that offer related programs (e.g., Environmental Studies, Sustainability Studies, Urban Studies, Social Work, Education, and Business).
- Students will be able to enhance and supplement their studies with a Certificate in Sustainability while completing academic work in their major.

**PROGRAM REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HUM 150</td>
<td>Ecoliteracy, Education and Society</td>
<td>3</td>
</tr>
<tr>
<td>SCI 110</td>
<td>Science vs. Pseudoscience</td>
<td>3</td>
</tr>
<tr>
<td>SUS 101</td>
<td>Sustainability and Humankind's Dilemma: Life on a Tough New Planet</td>
<td>3</td>
</tr>
<tr>
<td>SUS 102</td>
<td>Resilient Sustainability: Preparing for the Future</td>
<td>3</td>
</tr>
<tr>
<td>SUS 104</td>
<td>Sustainability from Different Perspectives - 12 Faculty</td>
<td>3</td>
</tr>
<tr>
<td>SUS 203</td>
<td>Sustainable Economics: The Rise of the New Economy</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective - Choose One**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUS 201</td>
<td>Sustainability, Human Rights, and Climate Justice</td>
<td>3</td>
</tr>
<tr>
<td>SOC 253</td>
<td>Environmental Sociology: Ecology and the Built Environment</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>SUS 101</td>
<td>Sustainability and Humankind's Dilemma: Life on a Tough New Planet</td>
<td>3</td>
</tr>
<tr>
<td>SCI 110</td>
<td>Science vs. Pseudoscience</td>
<td>3</td>
</tr>
<tr>
<td>HUM 150</td>
<td>Ecoliteracy, Education and Society</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SUS 102</td>
<td>Resilient Sustainability: Preparing for the Future</td>
<td>3</td>
</tr>
<tr>
<td>SUS 104</td>
<td>Sustainability from Different Perspectives - 12 Faculty</td>
<td>3</td>
</tr>
<tr>
<td>SUS 203</td>
<td>Sustainable Economics: The Rise of the New Economy</td>
<td>3</td>
</tr>
<tr>
<td>SUS 201</td>
<td>Sustainability, Human Rights, and Climate Justice</td>
<td>3</td>
</tr>
<tr>
<td>SOC 253</td>
<td>Environmental Sociology: Ecology and the Built Environment</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuition, fees, and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

**THANATOLOGY AND FUNERAL SERVICE PREPARATORY**

**Degree offered**

Certificate of Achievement in Thanatology and Funeral Service Preparatory

**Credits required 24/25**

Dean of Behavioral and Social Sciences
Program Goals Statement

This certificate examines how loss affects physical, psychological, and social well-being. This program is unique to BCC and can be taken on its own or as a program to enrich such care giving and service professions as education, nursing, criminal justice, human services, pastoral ministry, and funeral service.

Program Information

- This program has articulation agreements with FINE Mortuary College and Mt. Ida College.
- Students who complete the certificate in Thanatology can take the following courses to transfer to FINE Mortuary College for a career in funeral service ACC 101 (p. 494), MAN 154 (p. 567), BIO 233 (p. 508), BIO 234 (p. 508).

Recommendations

- Students should complete PSY 101 (p. 584) and PSY 262 (p. 585) before registering for PSY 264 (p. 585) and PSY 266 (p. 585).

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective</td>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 101 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 262 Introduction to Thanatology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 264 Psychology of Grief</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>PSY 266 Introduction to Grief Counseling</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>SOC 257 Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTIVE: Choose from BIO, HLT, NUR

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
Program contact
Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu
Program Code: AG

Program information
Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Program Goals Statement
This certificate provides updated accounting expertise for people already working in the accounting field. It may also be used by students without an accounting background to develop entry-level career skills. Most of the courses can be transferred to the Business Career degree program.

PROGRAM REQUIREMENTS

Program Courses
ACC 101 Principles of Accounting I 4
ACC 102 Principles of Accounting II 4
ACC 150 Small Business Financial Software 3
ACC 201 Intermediate Accounting I 3
ACC 202 Intermediate Accounting II 3
BUS 253 Corporation Finance 3
ENG 101 Composition I: College Writing 3

Choose one of the following:
ACC 253 Cost Accounting 3
ACC 255 Federal Taxation I 3

Choose one of the following
ACC 256 Federal Taxation II 3
ACC 259 Analysis of Financial Statements 3

Recommended Course Sequence - Fall Semester 1
ACC 101 Principles of Accounting I 4
ACC 150 Small Business Financial Software 3
ENG 101 Composition I: College Writing 3

Recommended Course Sequence - Spring Semester 2
ACC 102 Principles of Accounting II 4
BUS 253 Corporation Finance 3

Recommended Course Sequence - Fall Semester 3
ACC 201 Intermediate Accounting I 3
ACC 253 Cost Accounting 3
Or
ACC 255 Federal Taxation I 3

Not required but take both ACC 253 and ACC 255.

Recommended Course Sequence - Spring Semester 4
ACC 202 Intermediate Accounting II 3
ACC 259 Analysis of Financial Statements 3
Or
ACC 256 Federal Taxation II 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

ADMINISTRATIVE ASSISTANT

Degree offered
Certificate of Achievement in Administrative Assistant

Credits required 28

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408
Program Code: OC

Program Goals Statement
This advanced-level certificate helps upgrade skills to improve job opportunity. Students examine the latest office technologies and procedures, learn the advanced functions of Microsoft Office software and speech recognition software, and develop database and writing skills. If you have no working experience of Microsoft Office software, choose the Office Support certificate program.

Program Information
- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- This advanced-level certificate provides the most up-to-date training that addresses the fast-changing computer needs of today’s offices. The advanced level of skills developed provides excellent job mobility.
- Credits from the Office Support certificate program transfer into the Administrative Assistant certificate program and the Executive Administrative Assistant degree program.
- Cooperative Education (CED 210 (p. 512)) is highly recommended before graduation.
Recommendations

- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.
- Students must type 30 wpm and have working knowledge of Microsoft Office software.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

COMPUTER FORENSICS

Degree offered
Certificate of Achievement in Computer Forensics

Credits required 28/29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: FR

Program Goals Statement
This certificate provides information technology and criminal justice professionals with the opportunity to obtain knowledge, training, and skills in computer forensics. Computer forensics examines legal evidence found in computers and digital storage media. This certificate offers two tracks. Those with a background in criminal justice should choose the Information Technology track. Those with an information technology background should choose the Criminal Justice track.

Program Information

- Students without the required courses must submit documented proof of their acquired knowledge for evaluation by either the Computer Information Systems or Criminal Justice department chairs.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Recommendations

- Students without basic computer skills should enroll in CIS 111 prior to enrolling in this program.

After BCC

- Graduates are prepared to work in law enforcement agencies, the private commercial sector, and law firms as computer forensics technicians.

PROGRAM REQUIREMENTS

Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIT 155</td>
<td>Introduction of Computer Forensics</td>
<td>3</td>
</tr>
<tr>
<td>CIT 255</td>
<td>Advanced Computer Forensics</td>
<td>4</td>
</tr>
<tr>
<td>CIT 256</td>
<td>File System Forensic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CIT 275</td>
<td>Computer Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Courses - Criminal Justice Track

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
</tbody>
</table>
CRJ 113  Criminal Law  3
CRJ 256  Criminal Investigation  3
CRJ 258  Criminal Procedure  3

Concentration Courses - Information Technology Track
CIS 106  Operating System Scripting  1
CIS 120  Programming: Logic, Design and Implementation  3
CIS 134  Networking Technologies  4
CIT 150  Cyber Security Principles  3

Recommended Course Sequence - Pre-Admission
Students should take CIS 121 prior to enrolling in this certificate.

Recommended Course Sequence - Fall Semester 1
ENG 101  Composition I: College Writing  3
CRJ 101  Introduction to Criminal Justice  3
CRJ 113  Criminal Law  3
CIS 120  Programming: Logic, Design and Implementation  3

Recommended Course Sequence - Spring Semester 2
CIT 155  Introduction of Computer Forensics  3
CRJ 256  Criminal Investigation  3
CIS 106  Operating System Scripting  1
CIS 134  Networking Technologies  4

Recommended Course Sequence - Fall Semester 3
CRJ 258  Criminal Procedure  3
CIT 150  Cyber Security Principles  3
CIT 255  Advanced Computer Forensics  4

Recommended Course Sequence - Spring Semester 4
CIT 256  File System Forensic Analysis  3
CIT 275  Computer Forensics Seminar  4

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

COMPUTER PROGRAMMING

Degree offered
Certificate of Accomplishment in Computer Programming

Credits required 15/19

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CZ

Program Goals Statement
A certificate in Computer Programming gives students mastery of basic programming concepts. The student becomes literate in at least three programming languages and achieves advanced mastery of more sophisticated concepts in at least one programming language.

Program information
Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

Requirement
- Students without basic computer skills should enroll in CIS 111 prior to enrolling in this certificate. Students who need basic keyboarding skills should enroll in OFC 102 prior to enrolling in this program.

Recommendations
- Plan to spend large blocks of time developing proficiency.

PROGRAM REQUIREMENTS

Database Programming (choose one)
CIS 150  Oracle and SQL  3
CIS 152  Database Programming and Management with Access  3
CIS 159  MySQL and PHP  3

One 3-4 credit Elective – Programming
CIS 122  Internet Developer  3
CIS 150  Oracle and SQL  3
CIS 155  Introduction to C++ Programming  3
CIS 156  Visual Basic  3
CIS 157  Object-Oriented JAVA Programming I  4
CIS 250  Interactive Websites  3
CIS 255  C++ Object Oriented Programming  3
CIS 256  Advanced Visual Basic  3
CIS 257  Object-Oriented JAVA Programming II  4
CIT 143  Programming for Game Developers I  3
CIT 242  Programming for Game Developers II  3

One 3-4 credit Elective - Programming Language
CIS 155  Introduction to C++ Programming  3
CIS 156  Visual Basic  3
CIS 157  Object-Oriented JAVA Programming I  4
CIS 250  Interactive Websites  3
CIT 143  Programming for Game Developers I  3

First-semester programming language (choose one)
CIS 155  Introduction to C++ Programming  3
CIS 156  Visual Basic  3
CIS 157  Object-Oriented JAVA Programming I  4
CIS 159  MySQL and PHP  3
CIS 250  Interactive Websites  3

Second-semester of the programming language previously taken (choose one)
CIS 255  C++ Object Oriented Programming  3
CIS 256  Advanced Visual Basic  3
CIS 257  Object-Oriented JAVA Programming II  4
CIS 258  Advanced Interactive Programming  3

Recommended Course Sequence - Fall Semester 1
Database programming course (semester 1 or 2); First-semester programming course; Programming Elective

Recommended Course Sequence - Spring Semester 2
Database programming course (semester 1 or 2); Programming elective; Second-semester of the programming language taken in first semester

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

CYBERSECURITY

Degree offered
Certificate of Accomplishment in Security

Credits required 22

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

Program Code: CY

Program Goals Statement
Expertise in computer security is in high demand. This certificate prepares students entering the computing field and professionals to upgrade their skills. It offers additional skills as part of the Networking degree option or the Webmaster degree option.

Program information
- Much of this certificate is available online.
- This program assumes the ability to work online to check a website and use email.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

PROGRAM REQUIREMENTS

Program Courses
CED 210  Cooperative Work Experience  3
CIS 134  Networking Technologies  4
CIT 150  Cyber Security Principles  3
CIT 250  Cyber Defense and Firewall Security  3
CIT 251  Operating Systems Vulnerability Management & Risk  3
CIT 252  Critical Security Controls  3
CIT 277  Cybersecurity Capstone  3

Requirements List
Recommended Course Sequence - Spring Semester 1
CIS 134  Networking Technologies  4

Recommended Course Sequence - Fall Semester 2
CIT 150  Cyber Security Principles  3

Recommended Course Sequence - Spring Semester 4
CED 210  Cooperative Work Experience  3
CIT 252  Critical Security Controls  3
CIT 277  Cybersecurity Capstone  3
Recommended Course Sequence - Spring Semester 3
CIT 250  Cyber Defense and Firewall  3
       Security
CIT 251  Operating Systems Vulnerability Management & Risk  3

GEOTOURISM DESTINATION MANAGEMENT

Degree offered
Certificate of Achievement in Geotourism Destination Management

Credits required 27

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
E. Jon Bjornson, Coordinator of Geotourism, e.jon.bjornson@bristolcc.edu
Program Code: GT

Program Goals Statement
The program provides skills needed for professional tourism planning that guides a community's growth and protects its resources. It focuses on development of sustainable tourism operations that honor a community's values and goals.

Program Information
- This program offers students the opportunity to develop strong communications, organizational, and critical-thinking skills as well as practical preparation for entry into the Tourism career field.
- Job opportunities include tour escort, convention and visitors bureau coordinator, tour destination guide, cruise ship employee and corporate travel agent.
- Students may earn credit in field placements at such sites as Colette Tours, Massachusetts Information Centers, Newport Historical Society, and any other local tourism destination site.
- All courses are taught by experienced hospitality and tourism industry professionals.

After BCC
- The program is designed for tourism destination managers, marketers, developers, tour operators, business owners, planners, and others who want to accelerate their careers in tourism development.
- Graduates may work in local, regional, or national planning organizations.

PROGRAM REQUIREMENTS

Choose one of the following
COM 101  Fundamentals of Public Speaking  3
COM 114  Professional Speaking  3

General Courses
CED 210  Cooperative Work Experience  3
ENG 101  Composition I: College Writing  3

Recommended Course Sequence - Spring Semester 2
CED 210  Cooperative Work Experience  3
HOS 231  Principles of Community Based Tourism  3
HOS 132  Geotourism Management  3
COM 241  Public Relations  3

Recommended Course Sequence - Fall Semester 1
ENG 101  Composition I: College Writing  3
COM 101  Fundamentals of Public Speaking  3
Or
COM 114  Professional Speaking  3
MAN 101  Principles of Management  3
HOS 222  Tour Destination Planning  3
HOS 130  Introduction to Geotourism  3

Core Courses
COM 241  Public Relations  3
MAN 101  Principles of Management  3
HOS 222  Tour Destination Planning  3
HOS 130  Introduction to Geotourism  3
HOS 132  Geotourism Management  3
HOS 231  Principles of Community Based Tourism  3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MARKETING

Degree offered
Certificate of Achievement in Marketing

Credits required 24

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Program Chair: Dorris Perryman, Department Chair and Assistant Professor of Accounting, dorris.perryman@bristolcc.edu

Program Code: MK

Program Information
Transfer credits for any course in the Business Administration Department (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chairperson.

Program Goals Statement
This certificate prepares students for entry-level or support positions in a marketing or sales department. Courses transfer into the Business degree programs.

Program Requirements

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>3</td>
</tr>
<tr>
<td>MAR 253</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MAR 114</td>
<td>Sales Principles</td>
<td>3</td>
</tr>
<tr>
<td>MAR 253</td>
<td>Sales Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111</td>
<td>Introduction to Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MICROSOFT OFFICE CERTIFIED APPLICATION SPECIALIST (NB)

Degree offered
Certificate of Achievement in Microsoft Office Certified Application Specialist

Credits required 24

Dean
William Berardi

Program Contact
Carol Martin, Department Chair and Professor of Office Administration, ext. 2408

Program Code: MI

Program Goals Statement
This certificate prepares students to become a Microsoft Certified Application Specialist—an individual who has passed exams for certifying his or her skills in one or more of the Microsoft Office desktop applications. It provides an opportunity for students to achieve a portable, globally recognized credential that proves their abilities as productive Microsoft Office users. Office Specialist certification sets you apart in today’s competitive job market.

Program Information

- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.
- Certification exams in Word, Excel, Outlook, PowerPoint, and Access are available.
- The Microsoft Office Application Specialist certification program is the only Microsoft-approved program in the world for certifying proficiency in Microsoft Office applications.
- Students who need basic keyboarding skills should enroll in OFC 102 in Semester 1.
- This program is designed for students who plan to enter the workforce immediately.
Graduates may go on to work in any type of office.

**PROGRAM REQUIREMENTS**

**Program Courses**
- CIS 121 Operating Systems 3
- ENG 101 Composition I: College Writing 3
- OFC 130 Microsoft Office Word Specialist 3
- OFC 131 Microsoft Office Excel Specialist 3
- OFC 132 Microsoft Office PowerPoint Specialist 3
- OFC 133 Microsoft Office Access Specialist 3
- OFC 134 Microsoft Office Outlook Specialist 3
- OFC 136 Microsoft Project 3

**Recommended Course Sequence - Fall Semester 1**
- ENG 101 Composition I: College Writing 3
- OFC 130 Microsoft Office Word Specialist 3
- OFC 131 Microsoft Office Excel Specialist 3
- OFC 132 Microsoft Office PowerPoint Specialist 3

**Recommended Course Sequence - Spring Semester 2**
- CIS 121 Operating Systems 3
- OFC 133 Microsoft Office Access Specialist 3
- OFC 134 Microsoft Office Outlook Specialist 3
- OFC 136 Microsoft Project 3

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

**NETWORKTECH**

**Degree offered**
Certificate of Achievement in NetworkTech

**Credits required** 29

**Dean**
William Berardi, william.berardi@bristolcc.edu

**Program contact**
Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code**: NT

**Program Goals Statement**

This certificate allows students to learn the practical aspects of fixing hardware and software and also the basics of operating systems and networking computers.

**Program information**

- This program is designed to be completed in two semesters; starting in spring and continuing in the fall.
- Students are prepared for employment as A+ technicians and as Windows Server Administrators.
- The certificate includes all topics necessary to prepare students for CompTIA A+ Certification.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**Recommendations**

Students are encouraged to sit for the A+ Certification exam.

**PROGRAM REQUIREMENTS**

**Program Courses**
- CIS 121 Operating Systems 3
- CIS 131 Windows Server Administration I 3
- CIS 132 Introduction to UNIX/Linux and Shell Programming 3
- CIS 134 Networking Technologies 4
- CIS 160 The Microcomputer Environment 3
- CIS 231 Windows Server Administration II 3
- EGR 133 Computer Configuration and Repair 4
- ENG 101 Composition I: College Writing 3
- ENG 215 Technical Writing 3

**Recommended Course Sequence - Spring Semester 1**
- CIS 160 The Microcomputer Environment 3
- CIS 121 Operating Systems 3
- CIS 131 Windows Server Administration I 3
- ENG 101 Composition I: College Writing 3

**Recommended Course Sequence - Fall Semester 2**
- ENG 215 Technical Writing 3
- CIS 132 Introduction to UNIX/Linux and Shell Programming 3
- CIS 134 Networking Technologies 4
- CIS 231 Windows Server Administration II 3
- EGR 133 Computer Configuration and Repair 4

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
OFFICE SKILLS TRAINING

Degree offered
Certificate of Achievement in Office Skills Training

Credits required 29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OK

Program Goals Statement
The Office Skills Training program provides students with useful and relevant job training for entry-level office positions. Such positions include office assistant, word processing typist, receptionist, and any position requiring Microsoft Office skills. The program focuses on computer applications and job readiness. Upon successful completion, students are prepared to take the Microsoft Certified Application Specialist exams (MCAS) offered by Microsoft.

Program Information
- This program focuses on computer applications and job readiness.
- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- In addition to the requirements of this program, it is recommended that students enroll in CED 210 - Cooperative Work Experience after completion of the OFC courses listed in the program. Students may gain valuable work experience by enrolling in CED 210 which places students in office positions related to their academic program.

PROGRAM REQUIREMENTS

| Program Courses |ACC 114 Introduction to QuickBooks Pro 1 |
| ENG 101 Composition I: College Writing 3 |
| OFC 102 Computer Keyboarding 1 |
| OFC 113 Introduction to Microsoft Word 3 |
| OFC 120 Text Editing 3 |
| OFC 131 Microsoft Office Excel Specialist 3 |
| OFC 132 Microsoft Office PowerPoint Specialist 3 |
| OFC 134 Microsoft Office Outlook Specialist 3 |
| OFC 214 Advanced Microsoft Word 3 |
| OFC 255 Executive Office Procedures 3 |
| OFC 294 Office Administration Colloquium 3 |

Recommended Course Sequence - Fall Semester 1
ACC 114 Introduction to QuickBooks Pro 1
OFC 102 Computer Keyboarding 1
OFC 113 Introduction to Microsoft Word 3
OFC 120 Text Editing 3
OFC 131 Microsoft Office Excel Specialist 3
OFC 132 Microsoft Office PowerPoint Specialist 3

Recommended Course Sequence - Spring Semester 2
ENG 101 Composition I: College Writing 3
OFC 214 Advanced Microsoft Word 3
OFC 134 Microsoft Office Outlook Specialist 3
OFC 255 Executive Office Procedures 3
OFC 294 Office Administration Colloquium 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

OFFICE SUPPORT

Degree offered
Certificate of Achievement in Office Support

Credits required 29

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OS

Program Goals Statement
This certificate prepares students for entry-level positions in corporate offices, educational, medical, and legal facilities, and government agencies. Credits can be
transferred into other related certificates and degree programs.

**Program Information**

- This program is designed for those who need to enter the job market as soon as possible.
- Distance Learning courses are available for students who enjoy the convenience of working from home.
- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- OFC 102 (p. 575) may be waived through previous course work or a demonstrated keyboarding speed of 20 wpm based on a three-minute timing administered by the Office Administration Department Chair.

**PROGRAM REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose one 3-credit elective from the following

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 113</td>
<td>Introduction to Business Functions and Practices</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CED 210</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>CIT 131</td>
<td>Business Creativity</td>
<td>3</td>
</tr>
<tr>
<td>LGL 180</td>
<td>Introduction to Law</td>
<td>3</td>
</tr>
<tr>
<td>MAR 101</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MAN 101</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 150</td>
<td>Speech Recognition</td>
<td>3</td>
</tr>
<tr>
<td>OFC 260</td>
<td>Writing Skills for the Administrative Assistant</td>
<td>3</td>
</tr>
<tr>
<td>OFC 262</td>
<td>Desktop Publishing Projects and Web Design</td>
<td>3</td>
</tr>
<tr>
<td>OFC 266</td>
<td>Administrative Office Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 102</td>
<td>Computer Keyboarding</td>
<td>1</td>
</tr>
<tr>
<td>OFC 113</td>
<td>Introduction to Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
<tr>
<td>OFC 215</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>OFC 255</td>
<td>Executive Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>OFC 294</td>
<td>Office Administration Colloquium</td>
<td>3</td>
</tr>
</tbody>
</table>

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

**OFFICE TECHNOLOGY MANAGEMENT**

**Degree offered**

Certificate of Achievement in Office Technology Management

**Credits required 29**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Carol Martin, Department Chair and Professor of Office Administration, carol.martin@bristolcc.edu, ext. 2408

Program Code: OM

**Program Goals Statement**

This certificate combines traditional office administration skills with the business and computer skills needed to manage an office. Students gain basic office skills and build upon that knowledge with additional computer and management courses.

**Program Information**

- Transfer credits for any course in the Office Administration Department must be approved by the Office Administration Department Chairperson.
- All OFC courses transfer into the Office Administration degree program.

**PROGRAM REQUIREMENTS**

**Program Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 114</td>
<td>Introduction to QuickBooks Pro</td>
<td>1</td>
</tr>
<tr>
<td>BUS 111</td>
<td>Business and Financial Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>
CIT 131  Business Creativity  3
ENG 101  Composition I: College Writing  3
OFC 102  Computer Keyboarding  1
OFC 113  Introduction to Microsoft Word  3
OFC 117  Introduction to Computers and Software Applications  3
OFC 262  Desktop Publishing Projects and Web Design  3

Choose one of the following
MAN 101  Principles of Management  3
OFC 266  Administrative Office Management  3

Choose two 3-credit electives from the following
CED 210  Cooperative Work Experience  3
CIS 112  Advanced Business Information Systems  3
CIS 122  Internet Developer  3
CIT 132  Desktop Publishing  3
CIT 133  Electronic Publishing  3
LGL 281  Law Office Procedures  3
MAR 101  Principles of Marketing  3
MAN 152  Purchasing  3
OFC 120  Text Editing  3
OFC 150  Speech Recognition  3
OFC 215  Records Management  3
OFC 255  Executive Office Procedures  3
OFC 260  Writing Skills for the Administrative Assistant  3
PRM 101  Foundations of Project Management  3

Recommended Course Sequence - Fall Semester 1
ACC 114  Introduction to QuickBooks Pro  1
ENG 101  Composition I: College Writing  3
OFC 102  Computer Keyboarding  1
OFC 113  Introduction to Microsoft Word  3
OFC 117  Introduction to Computers and Software Applications  3
CIT 131  Business Creativity  3

Recommended Course Sequence - Spring Semester 2
Elective  3
Elective  3
BUS 111  Business and Financial Mathematics  3
OFC 262  Desktop Publishing Projects and Web Design  3
And
OFC 266  Administrative Office Management  3
Or
MAN 101  Principles of Management  3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.
See: Gainful Employment Information

PROJECT MANAGEMENT

Degree offered
Certificate of Achievement in Project Management

Credits required 28

Dean
William Berardi, william.berardi@bristolcc.edu

Program contact
Carol Martin, Coordinator and Professor of General Studies, Project Management Certificate, carol.martin@bristolcc.edu

Program Code:

Program Goals Statement
As companies look to gain efficiencies and improve their bottom line, the awareness of project management as a valuable skill and the demand for skilled project managers have definitely increased in the United States. Job opportunities for project practitioners are in the sectors of energy, healthcare, construction, finance, IT, and aerospace and defense. Project managers motivate and direct team members to achieve the goal of project completion - preferably on time and under budget. And to the team performing the work, project managers remain a visible presence for its duration.

Program Information
- This program is designed to prepare graduates to manage and lead project teams across a spectrum of business areas. Upon completion of the program, you will acquire the tools and techniques to enhance your project management skills, earn a Certificate in Project Management and be prepared to sit for the Certified Associate in Project Management exam (CAPM).
- The curriculum provides a framework of leadership principles with project management strategies and skills that are needed by successful project managers in any organization.
- The program is aligned with the core processes found in the Project Management Body of Knowledge (PMBOK) Guide.

After BCC
- Enter into a highly rewarding career that cuts across the private, non-profit, and government sectors.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101  Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>PRM 101  Foundations of Project Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 102  Organizational Behavior and Projects</td>
<td>3</td>
</tr>
<tr>
<td>PRM 104  Project Stakeholder and Communications Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 201  Project Scope, Resource, Cost and Time Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 202  Project Risk, Change and Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>PRM 204  Advanced Project Management Concepts</td>
<td>3</td>
</tr>
<tr>
<td>PRM 205  CAPM Exam Preparation</td>
<td>1</td>
</tr>
<tr>
<td>OFC 131  Microsoft Office Excel Specialist</td>
<td>3</td>
</tr>
<tr>
<td>OFC 136  Microsoft Project</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRM 101</td>
<td>Foundations of Project Management</td>
</tr>
<tr>
<td>PRM 102</td>
<td>Organizational Behavior and Projects</td>
</tr>
<tr>
<td>PRM 104</td>
<td>Project Stakeholder and Communications Management</td>
</tr>
<tr>
<td>OFC 131</td>
<td>Microsoft Office Excel Specialist</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRM 201</td>
<td>Project Scope, Resource, Cost and Time Management</td>
</tr>
<tr>
<td>PRM 202</td>
<td>Project Risk, Change and Quality Management</td>
</tr>
<tr>
<td>PRM 204</td>
<td>Advanced Project Management Concepts</td>
</tr>
<tr>
<td>PRM 205</td>
<td>CAPM Exam Preparation</td>
</tr>
<tr>
<td>OFC 136</td>
<td>Microsoft Project</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

**WINDOWS SERVER ADMINISTRATION**

**Degree offered**

Certificate of Recognition in Windows Server Administration

**Credits required 9**

**Dean**

William Berardi, william.berardi@bristolcc.edu

**Program contact**

Priscilla Grocer, Department Chair and Professor of Computer Information Systems, priscilla.grocer@bristolcc.edu

**Program Code:** WA

**Program Goals Statement**

Learn to use Windows administrative tools to set up, manage, and use basic network services, including file systems, network printing, and security. Students learn how to install and configure all software necessary for using a Windows 2003 network.

**Program information**

- Plan to spend large blocks of time developing proficiency.
- Transfer credit for any Computer Information Systems (CIS or CIT) course must be approved by the CI Department Chair or by a full-time CI faculty member.

**Recommendations**

- Students without basic computer skills should enroll in CIS 111 (p. 514) prior to enrolling in this program.
- Students who need basic keyboarding skills should enroll in OFC 102 (p. 575) prior to enrolling in this program.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121  Operating Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 131  Windows Server Administration I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 231  Windows Server Administration II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 121</td>
<td>Operating Systems</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 131</td>
<td>Windows Server Administration I</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 231</td>
<td>Windows Server Administration II</td>
</tr>
</tbody>
</table>
Division of Health Sciences

CERTIFICATES - BY AREA OF STUDY

CENTRAL STERILE PROCESSING TECHNICIAN

Degree offered
Certificate of Recognition in Central Sterile Processing Technician

Credits required 4

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lynne Brodeur, Dean, lynne.brodeur@bristolcc.edu
Program Code: CL

Program Goal Statement
This credit program prepares students to become an entry level central sterile processing technician. A central sterile processing technician is a medical professional who specializes in stocking, sterilizing, packaging, and preparing the tools and equipment that are used in surgical procedures. He or she is often held responsible for ensuring the cleanliness and safety of operating rooms, tables, and equipment. Central sterile processing technicians may work in a number of different medical settings, including general hospitals, public health clinics, private doctors’ offices, and specialized surgical centers.

Program Information

• This program prepares students for a career in sterile processing and distribution by assisting the student to gain the skills needed to become a skilled, effective health care central sterile processing technician.
• Students who successfully complete the Central Sterile Processing Technician program will receive a Certificate of Recognition.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 100</td>
<td>Central Sterile Processing Technician</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 100</td>
<td>Central Sterile Processing Technician</td>
<td>4</td>
</tr>
</tbody>
</table>

Essential Functions

• The Central Sterile Processing Technician Certificate program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional central sterile processing technician. In order to meet the course requirements, students must possess the following basic abilities.

  • Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
  • Physical ability, sufficient mobility, and motor coordination to safely perform all activities required while in the upright position.
  • Visual acuity sufficient to read all appropriate instrumentation.
  • Hearing ability sufficient to respond to messages and requests from patients, physicians, staff and to respond to equipment signals.
  • Communication skills sufficient to allow for communication with instructors, staff, patients, and physicians.
  • Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians, respect patient confidentiality, use reasonable judgment and accept responsibility for their actions.

Admission Requirements

• High school diploma or state-approved high school equivalency credential required. This is a restricted program based on selective academic review.

• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission

• Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required. Health insurance and professional liability insurance are required. Additional laboratory tests, including random ten-panel drug screening and CORI/SORI checks are required by clinical agencies.

• Please be advised that despite Massachusetts law that
permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

• Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

• Students must have current CPR Certification from the American Heart Association (Basic Life Support for Health Care Providers).

Grade Requirements
• A "C" or better is required in HLT 100.

Additional Costs
• Students accepted into the program are responsible for associated costs such as lab coat, name tag, graduate pin, review course, national certification examination, random ten-panel drug screen, liability insurance and practicum costs including travel. Transportation to the practicum sites is the students responsibility. Students should be prepared to travel an hour or more from campus.

After BCC
• Central sterile processing technicians may choose to advance their career by completing a surgical technology certificate or enter other health education programs.

• Following successful completion of HLT 100 students are eligible to take the certification examination offered by the International Association of Healthcare Central Service Material Management (IAHCSMM). 400 hours of hands-on experience must be accrued prior to or within six months of taking the certification examination.

**ELECTROCARDIOGRAPHY (EKG) TECHNICIAN**

**Degree Offered**
Certificate of Accomplishment in Electrocardiography

**Credits Required**
17

**Dean**
Lynne Brodeur, lynne.brodeur@bristolcc.edu

**Program Contact**
Lisa Wright, Professor, Coordinator of Medical Assisting and EKG Programs, lisa.wright@bristolcc.edu

**Program Code**: EK

**Program Goals Statement**
The program goal is to prepare students for entry-level employment as professional and competent Electrocardiography (EKG) Technicians, and to meet the needs of the local health care community.

**Program Information**
• EKG Technicians operate noninvasive equipment which print graphic tracings of electrical impulses transmitted by the heart. The technician is responsible for maintaining the equipment and supplies, preparing the patient for the test, and monitoring the patient during the procedure. The graphic tracing aids in the diagnosis of heart disease, monitors the effect of drug therapy, and analyzes changes in the condition of the patient's heart over a period of time.

• In addition to performing routine diagnostic electrocardiograms, EKG technicians may specialize in continuous ambulatory (Holter) monitoring or cardiac stress testing. Holter monitoring records a patient's cardiac rhythm for a 24- to 48-hour period while patients' pursue their normal routines. Cardiac stress testing monitors and records a patient's cardiac rhythm during a period of prescribed exercise.

• Additional duties may include scheduling of appointments, data entry into computerized machines, typing of physicians' interpretations, and maintaining patient files.

• Graduates of the program are eligible to sit for a national EKG certification exam.
Admission Requirements

- Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Program Requirements

Program Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>HLT 116</td>
<td>Introduction to Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HLT 118</td>
<td>Fundamentals of Electrocardiography</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 116</td>
<td>Introduction to Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>HLT 118</td>
<td>Fundamentals of Electrocardiography</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must receive a minimum of "C-" in HLT 118 to complete EKG Certificate requirements.

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

Dean

Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program Contact

Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: MP

Program Goal Statement

This fast-paced certificate program prepares students to work as an administrative assistant for doctors or dentists, in hospitals, health agencies, or related fields. They develop skills in computers, medical software, medical terminology, beginner medical transcription, insurance forms preparation, medical office procedures, text editing and employment readiness skills. (Having prior medical office experience is a plus.)

Program Information

- All credits transfer into the Office Administration Associate degree - Medical Administrative Assistant option.
- MAA courses are offered primarily during the day in Fall River.

Recommendations

- OFC 102 (p. 575) can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is a prerequisite for OFC 113 and OFC 117.
- Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Human Anatomy & Physiology).
- Take OFC 120 (Text Editing) before MAA 102 (Medical Transcription).
- The prerequisite for OFC 214 (p. 576) is OFC 113 (p. 575). Students who have not achieved the skill level equivalent to OFC 113 are required to take it.

Related Programs

- Office Administration Associate degree - Medical Administrative Assistant option
- Medical Transcription Certificate Program

Program Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAA 101</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MAA 102</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>MAA 204</td>
<td>Medical Insurance Forms</td>
<td>3</td>
</tr>
</tbody>
</table>
MAA 205 Medical Office Procedures 3
MAA 209 Medical Office Portfolio Development 1
OFC 117 Introduction to Computers and Software Applications 3
OFC 120 Text Editing 3
OFC 214 Advanced Microsoft Word 3

Recommended Course Sequence - Summer
Consider taking Gen Ed courses to reduce semester load. If possible, take MAA 101 (Medical Terminology) in the summer which is the prerequisite to MAA 102 (Medical Transcription) a fall-only course.

Recommended Course Sequence - Fall Semester 1
MAA 101 Medical Terminology 3
OFC 117 Introduction to Computers and Software Applications 3
MAA 102 Medical Transcription 3
MAA 204 Medical Insurance Forms Preparation 3
OFC 120 Text Editing 3

Recommended Course Sequence - Spring Semester 2
BIO 115 Survey of Human Anatomy and Physiology 4
ENG 101 Composition I: College Writing 3
MAA 205 Medical Office Procedures 3
MAA 209 Medical Office Portfolio Development 1
OFC 214 Advanced Microsoft Word 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MEDICAL ASSISTING

Degree offered
Certificate of Achievement in Medical Assisting

Credits required 29

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lisa Wright, Professor, Coordinator of Medical Assisting and EKG Programs, lisa.wright@bristolcc.edu

Program Code: MD

Program Goal Statement
The goal of the Medical Assisting program is to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains, as outlined by the American Association of Medical Assistants, for employment in healthcare facilities such as physician offices and clinics.

Program Information

- Medical assistants may also work in specialized clinical or administrative positions such as phlebotomy, EKG technician, patient care technician, or office manager/assistant.
- Medical assistants are multi-skilled health professionals specifically educated to work in ambulatory settings performing administrative and clinical duties. The practice of medical assisting directly influences the public’s health and well-being and requires mastery of a complex body of knowledge and specialized skills requiring both formal education and practical experience that serve as standards for entry into the profession.
- Graduates of BCC are eligible to apply to sit for the American Association of Medical Assistants (AAMA) to be credentialed as a Certified Medical Assistant (CMA).
- Some courses in this program are only offered during the day.

The Bristol Community College Medical Assisting certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Educational Review Board (MAERB), Commission on Accreditation of Allied Health Programs, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763; 727.210.2350.

Licensing exam is not required by law in Massachusetts. The five-year average for Certification Exam Passage is: 88%.

PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115 Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101 Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HCI 124 Survey of Medical Coding and Billing</td>
<td>1</td>
</tr>
<tr>
<td>HLT 101 Medical Language Module I</td>
<td>1</td>
</tr>
<tr>
<td>HLT 102 Medical Language Module II</td>
<td>1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>MAA 103</td>
<td>Medical Assisting Administrative Procedures</td>
</tr>
<tr>
<td>MAS 101</td>
<td>Medical Assisting Clinical Procedures I</td>
</tr>
<tr>
<td>MAS 102</td>
<td>Medical Assisting Clinical Procedures II</td>
</tr>
<tr>
<td>MAS 121</td>
<td>Medical Assisting Laboratory Procedures I</td>
</tr>
<tr>
<td>MAS 122</td>
<td>Medical Assisting Laboratory Procedures II</td>
</tr>
<tr>
<td>MAS 200</td>
<td>Medical Assisting Practicum and Theory</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HLT 101</td>
<td>Medical Language Module I</td>
<td>1</td>
</tr>
<tr>
<td>MAA 103</td>
<td>Medical Assisting Administrative Procedures</td>
<td>3</td>
</tr>
<tr>
<td>MAS 101</td>
<td>Medical Assisting Clinical Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>MAS 121</td>
<td>Medical Assisting Laboratory Procedures I</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 102</td>
<td>Medical Language Module II</td>
<td>1</td>
</tr>
<tr>
<td>HCI 124</td>
<td>Survey of Medical Coding and Billing</td>
<td>1</td>
</tr>
<tr>
<td>MAS 102</td>
<td>Medical Assisting Clinical Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 122</td>
<td>Medical Assisting Laboratory Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>MAS 200</td>
<td>Medical Assisting Practicum and Theory</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must receive a minimum of C- in all required Medical Assisting courses.

**SPECIAL REQUIREMENTS FOR THE PROGRAM**

**Admission Requirements**

- Minimally qualified applicants must have a high school diploma or state-approved high school equivalency
  
- Demonstrate successful completion (grade of C or higher) of high school biology with a lab
  
- Demonstrate successful completion (grade of C or higher) in Algebra I or higher level math
  
- Must have 6 credits of college coursework with grades of C or higher
  
- Priority will be given to the qualified applicants with a Grade Point Average (GPA) of 3.0 or higher
  
- Students must complete all math and science courses required for admission within 5 years of the priority application to the program.
  
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Meeting these minimum criteria places the applicant in the selection pool but does not guarantee admission to the Medical Assisting program. Successful candidates have excelled in science and/or math courses.

**Additional Requirements and Costs**

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). A TB test and flu vaccine are required each year. Additional health requirements may be required by clinical agencies.

Students are responsible for associated costs such as uniforms, lab coats, name tag, textbooks, lab supplies, certification exam application fees, professional liability insurance, and must carry personal health insurance throughout enrollment in the program. Students must provide their own transportation to clinical assignments.

A drug screen is required upon entrance to the program, and may be required randomly by the practicum site. The fee is paid by the student.

Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for practicum placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

**Criminal Offender Record Information and Sex Offender Registry Information Checks**

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the
elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent individuals from working in contracted health facilities, which could prevent students from completing the program objectives.

Program Essential Functions

The practice of medical assisting involves communication with patients and direct patient care activities. Certain cognitive and psychomotor capabilities are required for the safe and skillful performance of these activities. In order to make satisfactory progress through the medical assisting program a student must meet the following criteria:

• Visual acuity such as that needed for preparation and administration of medications, observation and measurement of laboratory values, physical assessment activities, and varied administrative tasks.

• Hearing ability such as that required to receive verbal messages from patients and staff members and to utilize varied medical equipment.

• Motor skills and coordination as needed to implement the skills required to meet the healthcare needs of patients and also to operate computers and technical equipment.

• Communication skills such as those of speech, reading, and writing as needed to interact with and interpret patient needs and communicate these as necessary to provide safe and effective care.

• Reading, writing, and cognitive skills such as those required for written examination, research papers, and the composition of business letters and other business/office related communications.

• Mathematical skills such as those required for calculating drug dosages and financial record-keeping for the physician's office or healthcare facility.

• Intellectual and emotional ability necessary to coordinate patient care and manage activities with an ambulatory care facility.

After BCC

• Recent graduates work as entry-level medical assistants. This program is designed for graduates to enter the workforce immediately. However, many elect to continue their studies in other healthcare fields. Graduates are eligible to sit for a national certification exam. The five year average for employer satisfaction is 100%.

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

MEDICAL CODING AND REIMBURSEMENT SPECIALIST

Degree offered
Certificate of Achievement in Medical Coding and Reimbursement Specialist

Credits required 29

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Lynne Brodeur, Dean of Health Sciences, lynne.brodeur@bristolcc.edu

Program Code: MC

Concentration Code: HCI

Program Goal Statement

The Coding and Reimbursement Specialist program is designed to prepare the student to take an active, professional role in the coding and reimbursement process for services performed by hospitals, physician and non-physician practices, and other health care entities such as skilled nursing facilities, home health agencies, and acute rehabilitation hospitals. The Coding and Reimbursement Specialist Certificate builds upon a sequence of medical reimbursement and coding related courses to satisfy a specific set for employment and career advancement. This certificate is intended to provide a strong foundation in healthcare reimbursement and coding. The graduate will be prepared to ensure that medical services and diagnoses are correctly identified and coded in the patient's medical record, and that the necessary clinical documentation is...
present for billing and claims completion. The Coding and Reimbursement Specialist will attain the skills needed to interact with physicians, clinical staff, third-party payers, and patients. Satisfactory completion of the program qualifies the graduate to seek credentials from the American Health Information Management Association (AHIMA) or the American Academy of Professional Coders (AAPC).

**Program Information**

- The field of medical coding has expanded and a coder is now responsible for more managing coded data, understanding the revenue cycle, compliance monitoring, and reimbursement issues rather than just assigning codes within healthcare than ever before. Students are required to obtain a "C" or better in all program specific (HCI) courses, HLT 106 (p. 555) and BIO 115 (p. 506).
- The program specific courses (HCI) other than the professional practice experience (PPE) are primarily offered online.
- This certificate prepares students to potentially earn any of the following Professional Coding Credentials offered by AHIMA; Certified Coding Associate (CCA), Certified Coding Specialists (CCS), and Certified Coding Specialist – Physician-Based (CCS-P®) by successfully completing the certification examination(s), and/or any of the following Professional Coding Credentials offered by the American Academy of Professional Coders (AAPC), which includes the following Professional Credentials; Certified Professional Coder (CPC), Certified Outpatient Coder (COC), or Certified Inpatient Coder (CIC) by successfully completing the certification examination(s).

- **AHIMA credentials:** The CCS credential is generally for professionals who are skilled in coding inpatient and outpatient medical information generally in a hospital setting. The CCA is an entry level coding certificate. The CCS-P specialize in more physician-based settings such as physicians’ offices, clinics, etc. The CCA, the CCS and the CCS-P are the only coding credentials (worldwide) that are currently accredited by the National Commission for Certifying Agencies (NCCA). For further details:
- **AAPC credentials:** The CPC credentials are common in physician’s office settings The COC is the only standalone credential for outpatient coding recognized in the healthcare industry and the CIC credential is exclusive to only inpatient hospital/facility coding. For further details:
- Two program options: Fall River day or New Bedford evening (hybrid model with online classroom learning). Fall admission only.
- Once credentialed by AHIMA, HIM coders may be able to work remotely more frequently as the industry transitions from paper to electronic medical records

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>General Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
</tr>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Courses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
</tr>
<tr>
<td>HCI 145</td>
<td>Coding &amp; Reimbursement Specialist PPE</td>
</tr>
</tbody>
</table>

**Recommendations**

To be eligible for consideration to enroll in the Health Information Management degree program, substitute BIO 233 and BIO 234 for BIO 115.

**Related Programs**

- Health Information Management AS degree (Medical Records)
- The Coding and Reimbursement Specialist Certificate is aligned with the Health Information Management AS and BS degree opportunities. It is a stand-alone certificate to prepare students to be medical coders and reimbursement specialists in the healthcare industry, but many graduates also chose to continue to complete the HIM degree while
working in the field as coders and reimbursement specialists.

**Special Requirements for the Program**

**Admission Requirements**

Applicants must have a high school diploma or a state-approved high school equivalency. Prerequisites include:

- Completion of high school or college English with a minimum grade of "B-" or better.
- Completion of Algebra I (high school or college) or higher with a minimum grade of "B-" or better.
- Completion of Chemistry or Biology with laboratory component (high school or college) with a minimum grade of "B-" or better.
- Students must complete all math and science courses required for admission within 10 years of the priority application deadline to the program.
- Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Applicants must have a grade point average (GPA) of 2.7 or higher in the aforementioned pre-admission courses.

Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required each year. Health insurance is required. Students are responsible for associated costs. Students should plan on scheduling for a twenty-five hour professional practice experience (PPE). Students must provide their own transportation to professional practice sites.

Individual healthcare facilities may have additional requirements for professional PPE.

**Criminal Offender Record Information and Sex Offender Registry Information Checks**

Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check and a Sex Offender Registry Information (SORI) check. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

A positive CORI/SORI check may prevent individuals from working in contracted health facilities which could prevent students from completing the program objectives.

**Grade Requirements**

Students must receive a minimum grade of “C” (73) in all required Medical Coding courses (HCI), HLT 106, and BIO 115. Failure to earn a “C” (73) or better in required courses requires a repeat of that course, which may affect the time to complete the certificate.

**Required Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT 106</td>
<td>Medical Language</td>
<td>3</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HCI 111</td>
<td>Introduction to Healthcare Information Management</td>
<td>3</td>
</tr>
<tr>
<td>HCI 140</td>
<td>International Classifications of Disease CM/PCS</td>
<td>2</td>
</tr>
<tr>
<td>HCI 211</td>
<td>Healthcare Delivery Systems and Reimbursement</td>
<td>2</td>
</tr>
</tbody>
</table>

Contact your program director or your advisor for required course sequence if attending on a part-time basis.

**Required Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>HCI 237</td>
<td>Human Disease Processes and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>HCI 122</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>HCI 249</td>
<td>Advanced Medical Coding</td>
<td>3</td>
</tr>
<tr>
<td>HCI 145</td>
<td>Coding &amp; Reimbursement Specialist PPE</td>
<td>1</td>
</tr>
</tbody>
</table>

Contact your program director or your advisor for required course sequence if attending on a part-time basis.

**Gainful Employment Program Disclosure**

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
MEDICAL TRANSCRIPTION

Degree offered
Certificate of Achievement in Medical Transcription

Credits required 29

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program Contact
Victoria Revier, Coordinator and Professor of Medical Administrative Programs, victoria.revier@bristolcc.edu

Program Code: TM

Program Goal Statement

Students completing this fast-paced program are prepared to transcribe dictated reports for doctors, in offices, hospitals, or as independent contractors, or in related fields. They develop skills in computers, medical software, medical terminology, beginner and advanced medical transcription, medical office procedures, text editing and employment readiness skills. (Having prior medical office experience is a plus.)

Program Information

• All credits transfer into the Associate in Science in Office Administration - Medical Administrative Assistant Option.

• MAA courses are offered primarily during the day in Fall River.

Admission Requirements

• Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.

• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Recommendations

• OFC 102 can be "waived" by a demonstrated keyboarding speed of 20 words per minute based on a two-minute timing administered by the Office Administration Department Chair. OFC 102 is the prerequisite for OFC 113 and OFC 117.

• The prerequisite for OFC 214 is OFC 113. Students who have not achieved the skill level equivalent to to OFC 113 are required to take it.

• Take MAA 101 (Medical Terminology) before BIO 115 (Survey of Anatomy & Physiology).

Related Programs

• Office Administration Associate degree – Medical Administrative Assistant option

• Medical Administrative Practices Certificate program

After BCC

• Students learn to become medical transcriptionists and learn how to use punctuation and grammar at an advanced level.

• This certificate (if completed successfully) prepares the student to become a "scriber" transcribing live alongside the provider and patient in a hospital, medical office, or related facility.

• Some graduates work as home-based transcriptionists.

PROGRAM REQUIREMENTS

Medical Transcription

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 115</td>
<td>Survey of Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>MAA 101</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>MAA 102</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>MAA 203</td>
<td>Advanced Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>MAA 205</td>
<td>Medical Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>MAA 209</td>
<td>Medical Office Portfolio</td>
<td>1</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>OFC 214</td>
<td>Advanced Microsoft Word</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Summer

Consider taking Gen Ed courses to reduce semester load. If possible, take MAA 101 (Medical Terminology) in the summer which is the prerequisite to MAA 102 (Medical Transcription) a fall-only course.

Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAA 101</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>OFC 120</td>
<td>Text Editing</td>
<td>3</td>
</tr>
<tr>
<td>MAA 102</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>OFC 117</td>
<td>Introduction to Computers and Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Spring Semester 2

OFC 214  Advanced Microsoft Word  3
BIO 115  Survey of Human Anatomy and Physiology  4
MAA 205  Medical Office Procedures  3
MAA 203  Advanced Medical Transcription  3
MAA 209  Medical Office Portfolio Development  1

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

PHARMACY TECHNICIAN

Degree offered
Certificate of Recognition in Pharmacy Technician

Credits required 12

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program Contact
Lynne Brodeur, Dean, lynne.brodeur@bristolcc.edu

Program Code: PH

Program Goal Statement
This credit program will prepare the graduate to be an entry level pharmacy technician and to take the national Pharmacy Technician Certification Board (PTCB) examination. It provides an orientation to the role and working environment of the pharmacy technician in inpatient and outpatient settings and the legal responsibilities and technical activities of the pharmacy technician. An introduction to pharmaceutical sciences and functions of a pharmacy technician in health care is included. The role of the pharmacy technician, areas of specialization in the field, technical standards, state registration requirements and employment opportunities are discussed. The medical and legal aspects pharmacy technicians will encounter in their training and employment settings are addressed, as well as relevant topics such as government regulation, career pathways, membership organizations, ethics, and how medication therapy management is changing the practice of pharmacy are included. This program will include onsite laboratory instruction and external clinical experiences to provide students learning opportunities to prepare them as community and hospital pharmacy technicians. Assessment strategies for lecture and laboratory will be guided by the materials tested in the PCTB examination.

Program Information

• Students who successfully complete the Pharmacy Technician program will receive a Certificate of Recognition.

PROGRAM REQUIREMENTS

Program Courses
HLT 106  Medical Language  3
HLT 144  Pharmacy Technician I  8
OFC 102  Computer Keyboarding  1

Recommended Course Sequence - Fall 1
HLT 106  Medical Language  3
HLT 144  Pharmacy Technician I  8
OFC 102  Computer Keyboarding  1

Essential Functions

• The Pharmacy Technician Certificate program essential functions include certain cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional pharmacy technician. In order to meet the course requirements, students must possess the following basic abilities.

• Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.

• Physical ability, sufficient mobility, and motor coordination to safely process patient prescriptions while in the upright position.

• Visual acuity sufficient to read and interpret physician orders.

• Hearing ability sufficient to respond to messages and requests from patients, physicians, staff and to respond to equipment signals.

• Communication skills sufficient to allow for communication with instructors, staff, patients, and physicians.

• Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians, respect patient confidentiality, use reasonable judgment and accept responsibility for their actions.

Admission Requirements
• High school diploma or a state-approved high school equivalency credential required. High School Algebra I or higher, with a grade of "B-" is required. This is a restricted program based on selective academic review.

• Students must complete all math and science courses within 5 years of priority application deadline to the program.

• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission

- Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titre results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. A TB test is required. Health insurance and professional liability insurance are required. A ten-panel random drug screen is required upon entrance. The fee is paid by the student.

- Please be advised that despite Massachusetts law that permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

- Laboratory tests, including a random 10-panel drug screen and CORI/SORI checks are required by clinical agencies.

- Students must have current CPR Certification from the American Heart Association (Basic Life Support for Health Care Providers).

Grade Requirements

- A "C" or better is required in HLT 106 and HLT 144.

Additional Costs

- Students accepted into the program are responsible for associated costs such as uniform, name tag, graduate pin, review course, random ten-panel drug test, national certification examination, liability insurance and practicum costs including travel. Transportation to the practicum sites is the students responsibility. Students should be prepared to travel an hour or more from campus.

After BCC

- Upon completion of this program graduates are prepared for entry level practice as a pharmacy technician and are eligible to take national Pharmacy Technician Certification Board (PTCB) examination. Career pathways include related health care fields, continued education to become a pharmacist, employment in inpatient hospital settings, independent pharmacies, geriatric and assisted living facilities, and involvement in third party, prior approvals and appeals.

PHLEBOTOMY (EH)*

Degree offered
Certificate of Recognition in Phlebotomy

Credits required 7

Dean
Lynne Brodeur, lynne.brodeur@bristolcc.edu

Program contact
Debra St. George, Department Chair and Associate Professor of Clinical Laboratory Science, debra.stgeorge@bristolcc.edu
Application review begins February 1.

Program Goals Statement
Students completing the two-semester Phlebotomy Program will be prepared to perform routine and special blood collection procedures as well as process specimens prior to testing in a modern clinical laboratory. A consecutive three-week, 120 hour clinical practicum is an essential and required component of this certificate program. Clinical practicum hours are scheduled Monday through Friday during day time hours.

PROGRAM REQUIREMENTS
Program Courses
MED 101 Introduction to Clinical Laboratory Science 3
PLB 102 Principles and Methods of Phlebotomy 4

Program Information
• Two program options:
  • Traditional, offered in Fall River
  • eHealth hybrid, offered in New Bedford, 800 Purchase Street
• Students should be prepared to travel one hour or more to an assigned clinical site
• A phlebotomist must demonstrate interpersonal skills, enjoy science, and enjoy working with the public.

Essential Functions
The Phlebotomy program essential functions include cognitive, physical and behavioral abilities which are necessary to perform the duties of a professional phlebotomist. In order to meet the course requirements, students must possess the following basic abilities:
• Cognitive ability sufficient to learn and use the body of knowledge necessary to meet the program curriculum requirements and attain career entry status in the profession.
• Physical ability, sufficient mobility and motor coordination to safely collect and process patient specimens, process specimens and use a computer.
• Visual acuity sufficient to read physician orders, obtain specimens, and differentiate colors.
• Hearing ability sufficient to respond to messages and requests from instructors, patients, physicians, and staff.
• Communication skills sufficient to allow for communication with instructors, staff, patients, and physicians.
• Emotional stability sufficient to interact professionally with instructors, staff, patients, and physicians, respect patient confidentiality, use reasonable judgment, and accept responsibility for their actions.

SPECIAL REQUIREMENTS FOR THE PROGRAM
Admission Requirements
• Applicants must possess a high school diploma or a state-approved high school equivalency credential.
• Students applying to the program having earned a high school diploma must demonstrate a minimum grade point average of 2.0.
• Chemistry or biology (high school or college) with a minimum grade “C” (2.0) or higher.
• Math (high school or college) with a minimum grade of "C" (2.0) or higher.
• Students applying to the program with a state-approved high school equivalency credential (HISET) must demonstrate a score of 45 with a minimum score of 8 in math and a minimum score of 8 in science. HISET students must take the required prerequisite courses prior to being considered for admission to the program.
• Students applying to the program with a G.E.D. must demonstrate an overall score of 2500 with a minimum score of 500 in math and a minimum score of 500 in science. G.E.D. Students must take the required prerequisite courses prior to being considered for admission to the program.
• If a student has passed a state-approved high school equivalency credential, but does not meet the minimum score requirements, they may alternatively meet this qualification by earning the required high school GPA/minimum grade in the pre-admission requirements listed above.
• Students must complete all math and science courses required for admission within 5 years of the priority application deadline to the program.
• Transcripts from attendance at other regionally accredited college/universities may be required with submission of your admissions application. Please refer to the Admissions page within this catalog for further detail (http://bristolcc.smartcatalogiq.com/en/2018-2019/Catalog/Admissions). Failure to comply with these requirements may result in your application not being reviewed for the program to which you applied.

Requirements Upon Admission
• Accepted applicants must comply with the BCC health services requirements. This includes a physical examination, tetanus, measles, mumps, rubella, hepatitis B, and varicella (chicken pox) immunizations or titres results (blood test to prove immune status). If under the age of 21 you must also be tested for meningitis as of Fall 2018. TB testing is required each year. Additional immunizations may be required by clinical agencies.

• Students must carry personal health insurance, professional liability insurance, and have current CPR certification (by the American Heart Association, Basic Life Support for Healthcare Providers (Basic Life Support for Healthcare Providers) or the American Red Cross (CPR/AED for Professional Rescuers and Healthcare Providers). Certification must be active through your last semester at Bristol Community College.

• A ten-panel random drug screen is required upon entrance. The fee is paid by the student.

• Please be advised that although Massachusetts law permits the use of medical marijuana and the possession, use, distribution and cultivation of marijuana in limited amounts, any possession, use, distribution or cultivation of marijuana remains prohibited under College policy pursuant to federal law. Further, any student who tests positive for marijuana will be ineligible for clinical placement. Please refer to the College's Student Handbook for the College's complete Marijuana Policy.

• Upon admission to the program, all students must undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check and a drug screen performed by a facility under contract with Bristol Community College. These checks are required due to potential unsupervised contact with children, the disabled, or the elderly during a clinical experience. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible for clinical placement. The College is authorized by the Commonwealth's Department of Criminal Justice to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

• For more information regarding the College's CORI/SORI check process, please contact the Human Resource Department at (508) 678-2811, ext. 2194.

• A positive CORI/SORI and/or drug screen may prevent students from working in contracted health facilities, which will prevent students from completing the program objectives.

**Additional Costs**

• Students accepted into the program are responsible for associated costs such as uniforms, name tags, random ten-panel drug test, safety supplies, transportation to and from clinical assignments and certification examination application fees.

**Grade Requirements**

• MED 101 includes 45 hours of lecture. A minimum grade of “C” is required in MED 101 to progress to PLB 102. PLB 102 includes 45 hours of lecture/lab, plus 120 hours of clinical training following completion of the didactic and laboratory components. Students must achieve a minimum of “C” in the on-campus lecture and lab component of PLB 102 in order to progress to the clinical practicum component. A minimum grade of a “C” in the clinical practicum is required to receive a passing grade in the course and consequently in the program.

• Students are eligible to reapply one time only through the Admissions Office.

**Clinical Affiliation**

• Students will be assigned to an affiliate agency for a 120 hour clinical practicum. The practicum is a consecutive three week experience that is scheduled during the first shift (day), Monday through Friday. This is a full time commitment during those three weeks (5 days per week, 8 hours per day for 3 consecutive weeks). Students enrolled in a concurrent program may not register for courses that will conflict with the clinical practicum. Students must plan their schedules accordingly. Transportation to clinical affiliation sites is the responsibility of the student. Students should be prepared to travel an hour or more from campus. The availability of clinical affiliations depends on the area healthcare providers' ability to accept students.

• Successful completion of program objectives is required to receive the Certificate of Recognition in Phlebotomy from Bristol Community College. Students who accomplish this achievement are eligible to take the American Society for Clinical Pathology (ASCP-BOC) national certification examination.

• The three year average ASCP-BOC pass rate is 88%.

**Division of Mathematics Science and Engineering**

**AUTOMATED SYSTEMS WITH ROBOTICS**

Degree offered
Certificate of Accomplishment in Automated Systems with Robotics
Credits required 15/16

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Mary Cass, Coordinator of Automated Systems with Robotics, mary.cass@bristolcc.edu

Program Code: AR

Program Goals Statement
This certificate is to develop the student’s skills to analyze and apply their knowledge of electrical & mechanical systems, as a technician working with engineers on automated systems used in industry and entertainment. Topics will include pneumatics, hydraulic, electrical and mechanical sensors, switches, motors and other automation hardware, process controllers and programmable logic.

Program Information
- Work with robotics, automation and or computer controlled systems in industry and entertainment.
- Work as a technician maintaining and troubleshooting amusement rides and mechanical animation.

PROGRAM REQUIREMENTS

Program Courses
EGR 113 Introduction to Robotics 4
EGR 171 Fluid Systems 4
EGR 211 Programmable Control Systems 4

Choose one of the following
EGR 131 Introduction to Electrical Circuits 4
EGR 151 Electrical Machinery 3

Recommended Course Sequence - Fall Semester 1
EGR 113 Introduction to Robotics 4
And
EGR 131 Introduction to Electrical Circuits 4
Or
EGR 151 Electrical Machinery 3

Recommended Course Sequence - Spring Semester 2
EGR 171 Fluid Systems 4
EGR 211 Programmable Control Systems 4

CNC MACHINING AND PROGRAMMING

Degree offered
Certificate of Recognition in Computerized Numeric Control Machining and Program

Credits required 13

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Mary Cass, Coordinator and Associate Professor of Automation Technology, mary.cass@bristolcc.edu

Program Code: CM

Program Goals Statement
Students learn to use standard machine-shop equipment and operate and program CNC machinery to become manufacturing technicians. Students also understand the materials to be processed and technical drawing through the use of AutoCAD.

Program Information
- This program serves as a solid base for continuing on toward a degree, with all courses transferring to BCC’s Automation, Electro-Mechanical and Mechanical Technology programs.
- This program utilizes BCC’s NSF-funded Computer-Integrated Manufacturing (CIM) Laboratory facility, utilizing typical industrial CNC machining centers.
- Students must have previously completed algebra II and geometry before enrolling in certificate courses.

PROGRAM REQUIREMENTS

Program Courses
EGR 172 Material Science 4

Choose one of the following
CAD 101 Computer Aided Drafting 3
CAD 111 Mechanical Design with Solidworks 3

CAD 112 Advanced Mechanical Design with Solidworks 3
CAD 172 Mechanical Design using Inventor 3

Choose two of the following
CAD 211 Computer Aided Manufacturing 3
EGR 111 Fundamentals of Manual Machining 4

EGR 112 Automated Machining 3

Recommended Course Sequence - Fall Semester 1
CAD 101 Computer Aided Drafting 3
Or
CAD 111 Mechanical Design with Solidworks 3
Or
CAD 112 Advanced Mechanical Design with Solidworks 3
Or
CAD 172 Mechanical Design using Inventor 3
And
EGR 111 Fundamentals of Manual Machining 4
Or
EGR 112 Automated Machining 3
COMMERCIAL FISHING AT-SEA MONITOR

Degree offered
Certificate of Recognition in At-Sea Monitor
Credits required 9
Dean
Sarmad Saman, sarmad.saman@bristolcc.edu
Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu
Program Code: AS
Program Goals Statement
The National Marine Fisheries Service At-Sea Monitoring Program was established under Amendment 16 of the Northeast Multispecies Fishery Management Plan. It is an integral part of catch monitoring to ensure that Annual Catch Limits of fish species are not exceeded. This certificate is designed to prepare the student for a career as an At-Sea Monitor in the commercial fishing industry. Upon successful completion of this program, students will apply for employment with approved At-Sea Monitoring Service Providers. Once hired, students will utilize their training to take and pass the National Marine Fisheries Service At-Sea Monitoring Certification course to obtain federal certification as an At-Sea Monitor.

Program Information
- Students must demonstrate a level of math skills equivalent to MTH 021 through attaining a score of 60 or higher on the Arithmetic and a score of 72 or higher on the Algebra placement exam or through obtaining a “C” or better in the MTH 021 course
- To successfully obtain the certificate, students must attain a grade of “C” or better in the BIO 232 Marine Biology course, a “B” or better in the EGR 268 Fisheries Technologies and Monitoring Techniques, and obtain their Certificate of Completion in Offshore Survival in the EGR162 Marine Safety course.

• For successful completion of the program students will be expected to participate in field trips, including trips at sea on fishing vessels and commercial whale watch vessels.
• Students must be able to lift 50 lbs, drag 200 lbs, swim 100 yards, climb ladders, tolerate stress and work long hours
• Students must be US citizens, or a non-citizen who has a green card, TN Authorization, H1 visa, or valid work visa, and a social security card
• Students should not have a conflict of interest and thus not have any direct or indirect interest in a fishery managed under federal regulations including, but not limited to, vessels, dealers, shipping companies, sectors, sector managers, or advocacy groups.

• For students to move from this program to the National Marine Fisheries Service At-Sea Monitoring Certification Course, they must possess a current American Red Cross certification in CPR and First Aid.

After BCC
- Graduates work as At-Sea Monitors with various approved At-Sea Monitoring Service Providers to the commercial fishing fleet in the Northeastern United States.

PROGRAM REQUIREMENTS

Program Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 132</td>
<td>Marine Biology</td>
<td>4</td>
</tr>
<tr>
<td>EGR 162</td>
<td>Marine Safety</td>
<td>1</td>
</tr>
<tr>
<td>EGR 268</td>
<td>Fisheries Technologies and Monitoring</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Techniques</td>
<td></td>
</tr>
<tr>
<td>MTH-021</td>
<td>(p. 571) required depending on performance</td>
<td></td>
</tr>
<tr>
<td></td>
<td>on the Arithmetic Placement Exam and the</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Algebra Placement Exam</td>
<td></td>
</tr>
</tbody>
</table>

COMPUTER-AIDED DESIGN AND DRAFTING

Degree offered
Certificate of Recognition in Computer Aided Design and Drafting
Credits required 12
Dean
Sarmad Saman, sarmad.saman@bristolcc.edu
Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu
Program Code: CD

Program Goals Statement
This one-year certificate program provides students with the needed skills to become a professional computer-aided architectural drafter, civil drafter, mechanical designer, or manufacturing operator in the engineering industry. Students learn fundamental concepts of engineering drawing through advanced computer-aided design techniques.

Program Information
• This program serves as a solid base for advanced work in a degree program, with all courses transferring to BCC’s Automation, Civil, Electro-Mechanical, Environmental, Mechanical, and Structural Technology programs.
• Students utilize high-tech computer equipment and the latest AutoDesk, SolidWorks, and/or CAM software.

After BCC
• Graduates are prepared for positions as architectural and civil CAD operators/drafters and mechanical designers.

PROGRAM REQUIREMENTS

Architectural and Civil Concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CAD 122</td>
<td>Architectural Drawing</td>
<td>3</td>
</tr>
<tr>
<td>CAD 125</td>
<td>3D Architecture, Building, and Landscape Design</td>
<td>3</td>
</tr>
<tr>
<td>CAD 128</td>
<td>Civil Drafting and Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Mechanical and Manufacturing Concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Electives - Choose Three

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 111</td>
<td>Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 112</td>
<td>Advanced Mechanical Design with Solidworks</td>
<td>3</td>
</tr>
<tr>
<td>CAD 172</td>
<td>Mechanical Design using Inventor</td>
<td>3</td>
</tr>
<tr>
<td>CAD 211</td>
<td>Computer Aided Manufacturing</td>
<td>3</td>
</tr>
</tbody>
</table>


Recommended Course Sequence - Spring Semester 2

CAD 211 Computer Aided Manufacturing 3
EGR 112 Automated Machining 3
CAD 101 Computer Aided Drafting 3
CAD 112 Advanced Mechanical Design with Solidworks 3
Or
CAD 172 Mechanical Design using Inventor 3

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

EMERGENCY MEDICAL TECHNICIAN

Degree offered
Certificate of Recognition in Emergency Medical Technician

Credits required 8

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Stephen Rivard, Coordinator of Fire Science Technology, stephen.rivard@bristolcc.edu

Program Code: EB

Program Goals Statement
The Emergency Medical Technician Certificate Program is designed to provide students with the skills and knowledge to pursue a career as an EMT. Successful completion of the program coursework qualifies students to sit for the State of Massachusetts EMT license examination. This State license is mandatory for all personnel who wish to pursue a career working on an ambulance. EMT training is a valuable skill for those pursuing careers in the healthcare. EMT students gain practical experience by taking part in both hands-on activities and simulations.

Program Information
• Successful completion of the program coursework will qualify students to sit for the State of Massachusetts EMT certification examination.
• EMT students will gain practical experience by taking part in both hands on activities and simulations.
• EMT certification is the first step in training for a career as a Paramedic or with the fire service.
• Courses transfer to the Fire Science Associate's degree program.

PROGRAM REQUIREMENTS

Program Courses
FIR 170 Emergency Care I 4
FIR 171 Emergency Care II 4

Recommended Course Sequence - Semester 1
FIR 170 Emergency Care I 4
FIR 171 Emergency Care II 4

GEOGRAPHIC INFORMATION SYSTEMS

Degree offered
Certificate of Recognition in Geographic Information Systems

Credits required 12

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: GE

Program Goals Statement
Geographic Informational Systems (GIS) provides a powerful tool in any academic discipline to analyze relationships among data. It is commonly used in business, environmental, geographical, political, law enforcement, and social science applications.

Program Information
• This certificate introduces students to GIS and provides them with the skills necessary to layer various types of data in an electronic format and to study and identify relationships among the data.
• This program serves as a solid base for continuing toward a degree with courses transferring to BCC’s Environmental Technology program.

PROGRAM REQUIREMENTS

Program Courses
EGR 103 Computer Skills for Engineers and Technicians 3
GIS 101 Introduction to Geographic Information Systems 3
GIS 102 Applications of Geographic Information Systems 3
SSC 101 Introduction to Geography 3
Recommended Course Sequence - Fall Semester 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSC 101</td>
<td>Introduction to Geography</td>
<td>3</td>
</tr>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
<td>3</td>
</tr>
<tr>
<td>GIS 101</td>
<td>Introduction to Geographic Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Spring Semester 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS 102</td>
<td>Applications of Geographic Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

GREEN BUILDING TECHNOLOGY

Degree offered
Certificate of Accomplishment in Green Building Technology

Credits required 22/23

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: GB

Program Goals Statement
This certificate introduces students to the construction profession and provides them with the applied technical skills necessary for employment as construction technicians or to direct a construction project. Students learn the process of constructing a green building from the ground up, develop an in-depth working knowledge of energy efficiency, conservation and construction estimating techniques, and gain practical experience in preparing working drawings for building construction. Graduates of this program will be prepared to complete the LEED Green Associate certification, which denotes basic knowledge of green design, construction, and operations. Due to the great use of CAD equipment by architects and engineers, as well as drafters, students also develop drafting techniques using computer-aided design and drafting software, including AutoCAD.

Program Information

- Certificate courses can apply to BCC’s Civil, Architectural and Structural Technology degree programs.
- Students may earn this certificate and the degree simultaneously.
- Students interested in transferring to a Bachelor degree program in Engineering should select MTH-152 (p. 572)

OFFSHORE WIND POWER TECHNICIAN

Degree offered
Certificate of Recognition in Offshore Wind Power Technician

Credits required 28

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Anthony Ucci, Associate Vice President for Academic Affairs and Professor of Offshore Wind Power, anthony.ucci@bristolcc.edu

Program Code: OW

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information
This certificate prepares students as technicians for the offshore wind power industry. Students learn aspects of applied technology such as electrical machinery, fluid systems, materials science and gain hands-on experience with assembly, installation, operation and maintenance of wind power systems.

Student Learning Outcomes
See Learning Outcomes (p. 614)

Program Information
- Students develop practical skills associated with the operation, maintenance and troubleshooting of mechanical systems (hydraulics, pneumatics, mechanisms, and wind power devices).
- EGR 162, EGR 182 and many marine and wind industry careers require good physical health and the ability to swim and/or climb. Students with issues in these areas should discuss them with the program coordinator before enrollment.

After BCC
- Graduates work as turbine and foundation installers and operation and maintenance (O&M) technicians in the land-based or offshore wind industry or in a variety of marine trades professions at the technical level.

PROGRAM REQUIREMENTS

Certificate Courses
EGR 151 Electrical Machinery 3
EGR 162 Marine Safety 1
EGR 171 Fluid Systems 4
EGR 172 Material Science 4
EGR 182 Wind Industry Safety 2
EGR 282 Wind Power Technology 4
EGR 283 Wind Power Operations and Maintenance 4
ENG 101 Composition I: College Writing 3
MTH 152 College Algebra 3

Recommended Course Sequence - Fall Semester 1
EGR 151 Electrical Machinery 3
EGR 162 Marine Safety 1
EGR 171 Fluid Systems 4
EGR 182 Wind Industry Safety 2
MTH 152 College Algebra 3

Recommended Course Sequence - Spring Semester 2
ENG 101 Composition I: College Writing 3
EGR 172 Material Science 4
EGR 282 Wind Power Technology 4
EGR 283 Wind Power Operations and Maintenance 4

SOLAR ENERGY

Degree offered
Certificate of Recognition in Solar Energy

Credits required 14

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

Program Code: SO

Program Goals Statement
This certificate is designed to help individuals understand the fastest growing form of power generation in the world - solar power. Students will learn about design requirements, installation guidelines, materials, and resources of green energy systems. Key concepts include the basics of electrical circuits, sustainable practices, and conservation measures. Students will also be trained in energy assessment, auditing and efficiency. Upon completion of this certificate, graduates will be prepared to work in entry-level positions in energy-related fields.

Program Information
- Graduates will qualify to take the North American Board of Certified Energy Practitioners (NABCEP) PV Entry Level exam
- Enter or enhance your educational experience by going "green" in real estate, construction, management, architecture, or engineering

After BCC
- Be prepared to play an essential part in the planning, organizing, and managing of renewable energy projects nationwide.

PROGRAM REQUIREMENTS

Program Courses
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
EGR 131 Introduction to Electrical Circuits 4
EGR 183 Energy Efficiency and Conservation Measures 3
EGR 284 Solar Power 4

Recommended Course Sequence - Fall Semester 1
EGR 102 Introduction to Sustainable and Green Energy Technologies 3
EGR 131 Introduction to Electrical Circuits 4
EGR 183 Energy Efficiency and Conservation Measures 3
EGR 284 Solar Power 4

Recommended Course Sequence - Spring Semester 2
EGR 284 Solar Power 4
SURVEYING TECHNOLOGY/SURVEYING

Degree offered
Certificate of Achievement in Surveying

Credits required 27/30

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Eileen Young, Department Chair and Professor of Engineering and Technology, eileen.young@bristolcc.edu

Program Code: SY

Program Goals Statement
Surveying is the art, science, and technology of determining or establishing the position of points through field measurements. This certificate program introduces students to the surveying profession and provides them with the basic skills necessary to obtain employment as surveying technicians.

Program Information
• Certificate courses can apply to BCC’s Architectural and Structural Technology and Civil Technology degree programs. Students may earn this certificate and the degree simultaneously.
• The program is suitable for individuals wishing to enter the surveying profession, as well as for practicing surveyors who may lack formal education. Most courses are transferable to many two- and four-year degree programs.
• MTH 141 (p. 572) or MTH 152 and MTH 172 are prerequisites for EGR 221 (p. 542).

PROGRAM REQUIREMENTS

Program Courses
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAD 101</td>
<td>Computer Aided Drafting</td>
<td>3</td>
</tr>
<tr>
<td>CAD 128</td>
<td>Civil Drafting and Design</td>
<td>3</td>
</tr>
<tr>
<td>EGR 125</td>
<td>Construction Estimating</td>
<td>3</td>
</tr>
<tr>
<td>EGR 221</td>
<td>Surveying I</td>
<td>4</td>
</tr>
<tr>
<td>EGR 222</td>
<td>Surveying II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>EGR 226</td>
<td>Legal Aspects of Boundary</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose from the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 141</td>
<td>Technical Mathematics I</td>
<td>4</td>
</tr>
<tr>
<td>Or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 152</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>And</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 172</td>
<td>Precalculus with Trigonometry</td>
<td>4</td>
</tr>
</tbody>
</table>

Recommended Course Sequence - Fall Semester 1
CAD 101, EGR 125, EGR 221 and MTH 141 or MTH 152 and MTH 172

Recommended Course Sequence - Spring Semester 2
CAD 128 Civil Drafting and Design 3
EGR 222 Surveying II 4
ENG 101 Composition I: College Writing 3

Gainful Employment Program Disclosure
In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

SUSTAINABLE AGRICULTURE (FORMERLY ORGANIC AGRICULTURE TECHNICIAN)

Degree offered
Certificate of Accomplishment

Credits required 17

Dean
Sarmad Saman, sarmad.saman@bristolcc.edu

Program contact
Kimberly Amaral Newton, Program Coordinator and Professor of Biology, kimberly.newton@bristolcc.edu

Program Goals Statement
Gain the academic knowledge and practical skills to enter the expanding world of sustainable organic agriculture and technology. The program is for those with an appreciation for the natural world, ecology, human health and welfare, and a spirit of entrepreneurship.

Program Information
• The program addresses the growing need to make food and agriculture production more local, sustainable, and ecologically sound.
• Students learn business and technical skills to pursue an organic agricultural enterprise.
• Hands-on experience gives students practical skills and connections in the agriculture community.

After BCC
• The certificate provides graduates with a credential to pursue employment as a skilled technician in agricultural production, as a farm manager, or to develop their own agricultural enterprise. Graduates who also receive an Associate degree are eligible to join the U.S. Peace Corps as an international
agricultural development volunteer or work with a nonprofit community development organization. Graduates may pursue an Associate of Science degree at the University of Massachusetts/Stockbridge or a bachelor's degree in Organic/Sustainable Agriculture at a number of four-year universities including University of Massachusetts/Amherst, University of Rhode Island, University of Vermont, Green Mountain College (VT), and Sterling College (VT).

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Program Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
</tr>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
</tr>
</tbody>
</table>

**Program Electives**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 122</td>
<td>Natural Beekeeping Practices</td>
<td>2</td>
</tr>
<tr>
<td>AGR 123</td>
<td>Organic Pest and Disease Management</td>
<td>2</td>
</tr>
<tr>
<td>AGR 124</td>
<td>Permaculture: Design for Regeneration</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Fall Semester 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 114</td>
<td>Sustainable Agriculture I</td>
<td>4</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
<td>3</td>
</tr>
<tr>
<td>AGR 123</td>
<td>Organic Pest and Disease Management</td>
<td>2</td>
</tr>
<tr>
<td>AGR 124</td>
<td>Permaculture: Design for Regeneration</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence - Spring Semester 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 115</td>
<td>Sustainable Agriculture II</td>
<td>4</td>
</tr>
<tr>
<td>SCI 115</td>
<td>Science and Care of Plants</td>
<td>4</td>
</tr>
<tr>
<td>AGR 116</td>
<td>Water Acquisition and Conservation</td>
<td>2</td>
</tr>
<tr>
<td>AGR 122</td>
<td>Natural Beekeeping Practices</td>
<td>2</td>
</tr>
</tbody>
</table>

Gainful Employment Program Disclosure

In accordance with Federal regulations published in the Federal Register on October 29, 2010, Bristol Community College discloses information about student costs, tuitions, fees and employment statistics to various governing bodies to ensure certification and oversight.

See: Gainful Employment Information

---

**WATER QUALITY PROFESSIONAL**

**Degree offered**
Certificate of Recognition in Water Quality Professional

**Credits required** 13

**Dean**
Sarmad Saman, sarmad.saman@bristolcc.edu

**Program contact**
Robert Rak, Coordinator and Professor of Environmental Technology, robert.rak@bristolcc.edu

**Program Code**: WQ

**Program Goals Statement**
This certificate provides students with skills for entering careers in water and wastewater treatment. Coursework prepares students for the Massachusetts operator certification examinations or can be used as contact hours by those already in the field. Courses can be transferred to the Engineering Technology degree program.

**Program Information**
- Students choose the Drinking Water or Wastewater concentration for preparation for the certificate exam of their choice.
- Field operators may use coursework to fulfill state license Training Contact Hours (TCHs) requirements.
- Some prerequisites may be required before enrolling in courses in this program. These courses may be completed at BCC, or credit may be transferred from another institution or granted through BCC’s Prior Experiential Learning (PEL) program.
- This program serves as a solid base for continuing toward a degree with courses transferring to BCC’s Environmental Technology program.

**PROGRAM REQUIREMENTS**

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 103</td>
<td>Computer Skills for Engineers and Technicians</td>
</tr>
<tr>
<td>EGR 141</td>
<td>Introduction to Environment</td>
</tr>
<tr>
<td>EGR 241</td>
<td>Wastewater Technology I</td>
</tr>
</tbody>
</table>

**Concentration Course - Drinking Water Treatment Plant Operator**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 244</td>
<td>Water Supply and Hydrology</td>
<td>4</td>
</tr>
</tbody>
</table>

**Concentration Course - Wastewater Treatment Plant Operator**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGR 242</td>
<td>Wastewater Technology II</td>
<td>4</td>
</tr>
</tbody>
</table>
Recommended Course Sequence - Fall Semester 1
EGR 141  Introduction to Environment  3
EGR 241  Wastewater Technology I  3

Recommended Course Sequence - Spring Semester 2
EGR 103  Computer Skills for Engineers and Technicians  3
And
EGR 242  Wastewater Technology II  4
Or
EGR 244  Water Supply and Hydrology  4
COMMONWEALTH HONORS PROGRAM

The Commonwealth Honors Program at BCC offers intellectually challenging experiences to highly motivated and gifted students in every discipline. It allows students to customize their experience in the Honors Program to their own individual needs and desires. The honors student works one-on-one with dedicated faculty members crafting intellectually stimulating experiences appropriate for the individual student. This independent work and the experience of one-on-one work with a faculty member will better prepare the honors student to continue his or her education at a four-year institution. The Honors Program also engages students in activities that will encourage them to become independent thinkers and lifelong learners.

COOPERATIVE EDUCATION AND INTERNSHIPS

The Cooperative Education and Internship program at BCC allows students the opportunity to apply classroom learning in a structured and supervised work-based setting. In addition to interning a minimum of 10 hours per week in a paid or unpaid position, students participate in a one-hour weekly professional development seminar (CED 210) (p. 512). Internships are a great way to learn new skills, confirm academic and career goals, explore potential careers, develop a strong resume, and build a network of professional contacts.

The Co-op staff works with students to design an individualized plan that helps students find the right match with one of our many business and community partners. Students already employed in a related field can work with Co-op staff and their supervisor to earn credits for the experience. Students receive personal assistance with resume writing, interviewing skills, career and academic counseling, and developing professional communication skills.

To apply for an internship, students must have completed 27 college-level credits and have a minimum GPA of 2.5. Students earn 3 credits for this experience.

SERVICE-LEARNING

The Service-Learning program at BCC offers students a unique opportunity to combine classroom theory in any discipline with community practice in a non-profit agency and, at the same time, to develop a sense of social responsibility. While some community colleges require a minimum of 20 hours per service-learning experience over a semester, BCC requires a minimum of 10 hours.

Along with performing the service itself, students complete one or more reflective exercises chosen by their instructor to enhance understanding of course content, appreciation of the discipline, and sense of civic engagement. Some BCC faculty incorporate service-learning into their syllabi as a requirement; others offer it as an option.

If a student has a particular service-learning experience in mind but cannot find a course for it, s/he may be able to do it via Contract Learning. Many four-year colleges and universities require or strongly encourage service-learning, and prospective employers also look favorably on service-learning and other experiential learning activities.

Students who successfully complete service-learning will receive recognition of the activity on their academic transcripts by the notation “Service-Learning Component Course” following the course title and grade.

CONTRACT LEARNING

For students who want to investigate personal academic interests or pursue more experimental methods of learning, the College offers a flexible credit format where students can create part of their own study program. Advisors work with the student to determine plans, identify appropriate resource people, and write a learning contract. The contract includes the student’s goals, how and when s/he intends to accomplish them, and how that work will be evaluated. The credits earned are determined by the work proposed and may not total more than one-eighth of total credit hours required for graduation.

Students register with the Enrollment Center. Tuition is based on the number of credits determined through the learning contract. Proposals must be signed by the student, the advisor, the appropriate divisional dean, and the associate vice president of Academic Affairs. Credit will be awarded only if approval is granted before the student starts the project.
ADMISSIONS

Plan for your future. Start here.

No matter what your situation or your previous educational experience, if you are willing to work hard and take advantage of College resources, you can make it happen at Bristol Community College.

I don’t have time to enroll in a full-time program.

Then enroll part time! As much as possible, BCC allows you to fit school into your schedule, not ours. There is no rule that says you have to complete your associate degree in two years. Do it at your own pace. And with classes offered days, evenings, weekends, and online, your course schedule can be very flexible.

Do you have any questions or concerns?

Contact the Admissions Office at admissions@BristolCC.edu or 774-357-2947 and let us work with you to come up with solutions.

Who can apply for admission to BCC?

Everyone! As your community college, we offer the educational services you need, whether you want to take just one course or a full course load.

Who is admitted to BCC?

Bristol Community College has an open enrollment policy in keeping with the Massachusetts Board of Higher Education's "Open Door" philosophy. Applicants for an associate degree or certificate program must have a high school diploma or state-approved high school equivalency certificate or college degree.

Admission to some programs is competitive because of the limited number of openings and/or the prerequisites. The open enrollment policy does not apply to students seeking admission to the following programs: Central Sterile Processing Technician, Clinical Laboratory Science, Medical Coding and Reimbursement Specialist, Culinary Arts, Dental Hygiene, Healthcare Information Management, Hospitality Management, Medical Assisting, Nursing, Occupational Therapy Assistant, Pharmacy Technician, and Phlebotomy.

International students seeking to enroll at the College on an F-1 Student Visa must meet additional selective criteria in order to be admitted.

Admission requirements to specific programs may change in accordance with policies established by the Massachusetts Board of Higher Education and the BCC Board of Trustees.

As a state-assisted institution, Bristol Community College gives first priority to legal residents of Massachusetts and second priority to students who apply under the New England Regional Student program. All others are admitted as space is available. BCC is authorized under Federal law to enroll non-immigrant alien students.

When should I apply?

Applications are processed as they come in. There are no deadlines for application to open enrollment programs, but submitting your completed application well in advance of the semester in which you wish to begin your studies will give you time to complete the enrollment process (including but not limited to financial aid, placement testing, orientation and course registration). If you are applying for fall admission to Nursing, please submit your completed application (including all required credentials and requested documents) by January 5 to receive priority consideration for admission the following fall semester beginning in September. Applications received or completed after January 5 will not be considered. If you are applying for admission to the LPN Bridge or LPN Challenge options, please submit your completed application (including all required credentials and requested documents) by April 1 to receive priority consideration.

Applicants to Dental Hygiene and Occupational Therapy Assistant must submit a completed application (including all required credentials and requested documents) by February 1 to receive priority consideration for admission the following fall semester beginning in September. Applications received or completed after February 1 will not be considered.

Those interested in Central Sterile Processing Technician, Clinical Laboratory Science, Medical Coding and Reimbursement Specialist, Healthcare Information Management, Medical Assisting, Pharmacy Technician, or Phlebotomy, must submit a completed application (including all required credentials and requested documents) by February 1 to receive priority consideration. After that date, applications will continue to be reviewed on a space-available basis.

Please carefully review the special application requirements for these programs found in each program description in this catalog. Also note that some of these programs offer entry dates in the spring or summer semester. Please attend a Health Science Information Session or contact the Admissions Office for more information.

For information on international student application deadlines, please refer to the International Student section on the following page.

How do I apply?
1. Fill out the free online application at www.BristolCC.edu/apply.
2. Visit www.BristolCC.edu/apply to access the paper application. Mail the completed application form to the Admissions Office, Bristol Community College, 777 Elsbree Street, Fall River, MA, 02720. Include a check or money order payable to Bristol Community College for the appropriate application fee. Please note that the application fee for international applicants cannot be waived.
   • $10 for Massachusetts residents and qualified New England Regional Student Program applicants or $35 for all others.
   • This fee may be waived if it causes financial hardship. Contact the Admissions Office at admissions@BristolCC.edu or 774-357-2947 for details.
   • You may apply to up to three Massachusetts community colleges with one application fee. Send your check to Bristol Community College and ask us to notify the others of your payment.
3. Transcripts: Ask your high school/state-approved high school equivalency testing center and all regionally accredited post-secondary schools you attended to send an official transcript of your grades to the Admissions Office at BCC. In certain cases, no admission decision can be made without these transcripts. Please note:
   • If you are applying to Culinary Arts or Hospitality Management you must submit all official transcripts including high school/state-approved high school equivalency transcripts as well as all college/university transcripts from regionally accredited institutions before an admission decision can be made.
   • If you are applying to any selective admission Health Science program (such as Central Sterile Processing Technician, Clinical Laboratory Science, Medical Coding and Reimbursement Specialist, Dental Hygiene, Healthcare Information Management, Medical Assisting, Nursing, Occupational Therapy Assistant, Pharmacy Technician, or Phlebotomy) you must submit all official transcripts including high school/state-approved high school equivalency transcripts as well as all college/university transcripts from regionally accredited institutions before an admission decision can be made.
   • If you graduated from high school or a secondary school outside of the United States (or its territories), you must submit official transcripts to be considered for admission. The transcript (or school leaving certificate) needs to be translated into English and evaluated for U.S. equivalency by an approved credential evaluation service. The Admissions Office has information on approved evaluation services if you need assistance.
   • If you provide an official college/university transcript showing proof of having completed an associate, bachelor, or graduate degree from a regionally accredited institution, you are not required to submit a high school transcript or state-approved high school equivalency certificate unless you apply to a selective program listed above.
   • Fall applicants still enrolled in high school should submit an intermediate transcript showing first quarter grades at the time of application to the college. The final official high school transcript must be sent by July 15 to verify graduation. For summer and spring applicants, a final transcript with graduation date is required prior to being admitted.
   • If you have received a state-approved high school equivalency certificate, please have an official copy of your test scores sent to the BCC Admissions Office.

Can I visit the college?

BCC offers a variety of visit options for interested students. Choose from an information session and campus tour, an individual appointment with an Admissions Counselor or attend a specialized event. Visit the website to register for events at www.BristolCC.edu/Admissions and select the appropriate option from the left-hand menu. For a one-on-one appointment or to schedule a group tour, contact the Admissions Office at admissions@BristolCC.edu or call 774-357-2947. For a tour of the New Bedford Campus, call 774-357-4000, for Attleboro, call 774-357-3527, or for Taunton, call 774-357-3767.

International Applicants

International students who wish to attend Bristol Community College on an F-1 student visa must have completed the equivalent of a U.S. secondary school education and must demonstrate their proficiency in English (if English is not their first or best language). Students attending BCC on an F-1 student visa must be enrolled in an associate degree program as a full-time student (12 credits or more per semester), and must complete their degree requirements within the time-frame specified on their I-20 unless extreme academic or medical hardship has been reviewed and approved by the Associate Director of Admission/PDSO. In most cases this means a
student must successfully complete at least 15 credits or more per semester and/or consider taking courses during the summer and winter sessions. F-1 International students are allowed to take only one online course per semester as part of their full-time enrollment requirement. Students must receive prior approval from the PDSO or Associate Registrar/DSO for program changes. Off-campus employment is not permitted for students on an F-1 student visa. In certain rare cases, an application for hardship can be filed by the P/DSO at the College on a student’s behalf and employment may be granted at the discretion of U.S. Immigration and Customs Enforcement (USCIS). F-1 international students are not eligible to apply for financial aid. International applicants must complete the following steps in order to apply for admission to BCC:

1. **Submit the completed paper application form and fee:** International applicants currently outside of the U.S. or those inside the U.S. on a visa category other than F-1 or J-1 must submit a completed admission application, including $35.00 application fee, by **May 15** for the next fall semester (September-December), or by **October 15** for the next spring semester (January-May). International applicants currently within the U.S. on an F-1 or J-1 Visa must submit completed admission applications by **August 1** for the next fall semester, or by **January 1** for the next spring semester. All supporting documents must be received by these dates in order to be considered complete.

2. **Submit the completed Permanent & U.S. Address Form:** Submit the completed address verification form necessary to process an F1 visa. US Immigration and Customs Enforcement requires that the College be able to report an international student’s full permanent address including province, country and postal code. In addition, BCC does not use DHL or FedEx to mail documentation to students, we only mail via regular post. We request that you provide a mailing address in the U.S. where these documents can be mailed so we can ensure you receive your admissions and visa documentation in a timely manner.

3. **Submit official academic records:** An official (original) secondary school transcript or diploma and national examination results, if applicable, must accompany your application. Photocopies and faxed copies are not acceptable unless copied in our office from originals by Admissions Staff. Emailed copies may be accepted at the discretion of the PDSO. Transfer applicants must also submit official transcripts from all universities or colleges attended.

4. **Submit translations, if necessary:** Certified English translations (validated by an official certified public translator) must accompany all credentials in languages other than English. All transcripts (secondary school and college/university) must also be evaluated for equivalency to studies in the United States by an approved agency. Please contact the Admissions Office for suggestions of evaluation services that are approved.

5. **Submit evaluation of international coursework:** International university or college course work must be evaluated to determine comparative course levels, course equivalents and grades to the U.S. system. If you are seeking transfer credit for coursework completed outside of the U.S., a course-by-course evaluation must be completed. This evaluation must be conducted by an approved center and forwarded to the Admissions Office. If accepted to the College, a transfer credit evaluation will be conducted by the Admissions Office to determine transferability/equivalency of international course work.

6. **Submit the Certification of Finances form:** The Certification of Finances form, included in the International Student Application packet, must be filled out accurately and completely. If anyone is helping you pay for your education, such as a parent, relative, friend, government sponsor, etc., then that sponsor must also sign the completed Certification of Finances form. Return the completed form with the application to the Admissions Office.

7. **Submit proof of financial support:** In addition to the Certification of Finances form, international applicants seeking an I-20 form for an F-1 visa must submit verification of finances. An official letter/statement from the bank verifying that you and/or your sponsor(s) have the required U.S. Dollar amount indicated in the International Student Application packet to finance your annual estimated expenses at Bristol Community College must be forwarded to the Admissions Office. This letter must be on official bank stationary and signed by a bank official. The letter/statement must be dated and include a U.S. dollar amount. The letter/statement will expire after six months from the date it is issued. Photocopies or faxed copies are not acceptable. Emailed copies may be accepted at the discretion of the PDSO.

8. **Submit proof of English Language Proficiency:** All international students applying to BCC requiring an F-1 Student Visa whose primary language is not English will be required to show proof of English Language Proficiency by submitting one of the following:
   1. English Composition I (ENG 101) or equivalent from an accredited U.S. college or university with a C- or higher
   2. TOEFL Score (61 or higher on iBT version)
   3. IELTS Score (6.0 or higher on IELTS Academic Version)
9. **Additional Criteria:** If you are currently in the United States, you must produce a valid passport, visa and I-94 card. Transfer students applying to BCC from another college or university in the U.S., need to submit a copy of the I-20 form from the school previously attended along with a verification of enrollment and last date attended. Also, the institution you are currently attending or last attended in the United States must complete the two-part **International Student Transfer Verification Form** included in the international student packet.

10. **Proof of the following vaccinations is required upon admission:** measles, mumps, rubella, tetanus within 10 years, hepatitis B series, and varicella.

When an eligible international applicant completes all of the application procedures by the appropriate deadline, the Admissions Committee will review the application for admission. An admission decision will be mailed to the student at the U.S. mailing address listed on the application. If accepted, the student is required to submit a non-refundable $50.00 registration deposit. Once that deposit is received, the College will issue the student the Certificate of Eligibility form (I-20 form). Admission is granted for a specific semester of entrance and the I-20 form is only valid for that particular semester. The student must present the I-20 to his/her country’s embassy/consulate as part of the application for the F-1 visa.

If applying for a Change of Status (COS) to F-1 while in the U.S., you will be provided with a notated I-20 and application materials with instructions for you to complete your COS Application with USCIS. Please note that most students applying for a COS to F-1 Student status will not be eligible to register for and begin courses until USCIS has approved the COS request. For this reason, you should apply for admission as early as possible to allow enough time for USCIS adjudication of your COS application.

**Transfer Admission**

Transfer students from another regionally accredited college or university are encouraged to submit official transcripts to the Admissions Office for review. The awarding of transfer credit is based on the following guiding principles:

1. Grades earned must be equivalent to a "C-" or higher;
2. There must be a match of course description and credit hours between the course completed at the prior institution and the BCC course for which you are seeking credit;
3. A maximum of 60 transfer credits may be awarded however, students must meet the college residency requirement by earning 25% of the credits toward the associate degree or 50% of the credits toward a certificate program at the College;
4. Students with military experience are encouraged to submit transcripts from their branch of service for review. In accordance with the Valor Act, Bristol Community College uses the ACE Guide to the Evaluation of Educational Experiences in the Armed Services as the primary method for evaluating and awarding academic credit for military occupation, training, experience, and coursework.

**Appealing Transfer Credit Evaluation**

Students admitted for an upcoming term or currently in their first semester at Bristol Community College*, who are seeking to appeal their transfer credit evaluation, have 30 calendar days from receipt of the initial evaluation to file a request for secondary review.

Requests for re-evaluation may be submitted by mail to the Office of Admissions, Attn: Dean of Admissions, Bristol Community College, 777 Elsbree Street, Fall River, MA 02720 or by email to admissions@bristolcc.edu. Requests received via phone will not be considered.

In your request for a secondary review, please include the following information. Incomplete submissions will not be considered.

- First and Last Name
- Bristol Community College ID number (900-xxx-xxx)
- Mailing Address
- Phone Number
- Email Address
- Detailed narrative to include supporting rationale and reason for appeal
- Documentation which supports the request. This could include course descriptions (from the year in which the course was completed), course syllabus, course objectives, learning outcomes, transcripts or other relevant information.

The Admissions Office will review requests and render a decision within 30 days of receipt of the request. Notification will be sent via USPS to the address on record. Please note that a request for secondary review is **not** a guarantee of modification to the original evaluation.

*Students currently enrolled in their second or subsequent semester at Bristol Community College who are seeking an appeal should contact the Records Office at recordsoffice@bristolcc.edu with their request.

**Veterans**
Veterans may use G.I. benefits at Bristol Community College. The College’s Certifying Official, located in Veteran’s Educational Services on the first floor of the Thomas A. Rodgers, Jr. Science Bldg. (E Building) on the Fall River campus, will assist you in applying for your benefits from the U.S. Department of Veterans Affairs and accessing college services. For more information please call 508.678.2811, ext. 2227 or visit them on the web at http://www.bristolcc.edu/studentlife/services/veteransservices/.

Other Information

SACHEM Cross-registration: BCC is a member of the Southeastern Association for Cooperation in Higher Education (SACHEM), a consortium of nine institutions of higher education. Students of the participating institutions may cross-register for selected courses on a tuition-exchange, space available basis. For more information contact the Registrar in the Enrollment Center.

Career and vocational education students from one of the area member high schools within the Bristol Career/Vocational Technical Education Consortium should complete the section on the Application for Admission designated for students enrolled in a high school technical education program.

New England Regional Student Program allows out-of-state students from New England to enroll in BCC programs at in-state tuition if the public colleges and universities in the student’s home state do not offer the program. The Admissions office and the NERSP Website at www.nebhe.org have additional information. Students enrolling in evening and weekend classes have no residency requirement and are charged the same cost per credit as in-state students.

Massachusetts One-Stop Education and Career Liaison

The Education and Career Liaison is a BCC Admissions Counselor who offers enrollment and advising assistance to students through the One-Stop Career Centers in southeastern Massachusetts. Special services include:

1. Training Opportunity Program application and Section 30 forms
2. Third-party funding contracts (Trade, Individual Training Assistance for Title I Adults & Youth programs, dislocated workers, and National Emergency Grant).
3. The Admissions Office, in addition to conventional recruitment efforts, provides outreach services both at the BCC’s Fall River Campus and in the following career centers: Fall River, New Bedford, Attleboro, and Taunton.

For more information, contact the Admissions Office at 774-357-2947.
ACADEMIC CALENDAR

Fall 2017 & Spring 2018 Academic Calendar
TRANSFERRING

By enrolling in a transfer program, you can earn the first two years of your four-year degree at BCC and take advantage of the affordable tuition and fees while getting a great education. Some career programs can transfer as well. Our Transfer Services office helps you get credit where credit is due, so you can transfer the maximum number of your BCC credits into the college of your choice.

Students planning to transfer, and those unsure of their plans, should contact the Transfer Services office as early in their BCC career as possible. Transfer counselors will help you plan a program of study for transfer.

Most senior institutions expect a 2.5 grade point average for transfer students. Students with less than 2.5 may transfer, but they may have difficulty getting into the college of their choice. Most colleges do not accept “D” grades.

Where do Bristol students transfer?

Bristol Community College students find that their time at BCC makes them very desirable transfer students at four-year colleges. Often, senior institutions design special scholarship and financial aid programs especially for community college transfer students. More and more students are finding that starting at BCC makes great sense.

Special scholarships for BCC graduates

Scholarships are available for BCC graduates who transfer to four-year colleges and universities. To qualify, students must apply and be accepted to the four-year institution. Most scholarships require at least a G.P.A. of 3.0. For a list of transfer scholarships and application criteria, go to Bristolcc/transfer.

Transfer agreements

BCC’s Transfer Services office has agreements with a variety of four-year colleges for transfer students who have completed their associate’s degree. Some of these agreements guarantee admission and ensure full junior standing to the BCC degree holders who achieve a certain G.P.A. and meet specific requirements. Most of these agreements indicate course equivalents and prerequisites so that students know well in advance the courses that will transfer to the four-year college. Some agreements cover specific programs; others are more generic.

However, even if you choose to transfer to a college not listed, BCC credits are likely accepted at the college of your choice. Check the Transfer Services Web site for more information.

MassTransfer

MassTransfer, a statewide policy benefiting BCC’s transfer students, will guarantee admission to Massachusetts state colleges and universities, full transfer of credit, and a tuition credit for students in eligible programs. For up-to-date information on MassTransfer, go to Bristolcc.edu/transfer.

Bachelor's Degree Completion Programs

These programs allow BCC students to complete a bachelor's degree by applying their completed associate's degree toward the first two years of a B.A. or a B.S. degree. Some of the programs allow BCC credits beyond an associate's degree to count toward the bachelor's degree.

While each program is unique, they all share a common goal: to provide an affordable and convenient way for students to complete a bachelor's degree in two years or less, often without having to travel further than their own home or the BCC campus in Fall River.

For a complete list of Bachelor's Degree Completion Programs go to Bristolcc.edu/transfer.

Some of the colleges where BCC students have transferred include:

American International College • Amherst College • Atlantic Union College • Bentley College • Boston College • Bridgewater State University • Brigham Young University • Brown University • Bryant University • California State University • Central Connecticut State University • Curry College • Eastern Connecticut State University • Emerson College • Fairleigh Dickinson University • Fitchburg State University • Framingham State University • Georgia State University • Goddard College • Gordon College • Hofstra University • Johnson and Wales University • Johnson State College • LaBoure College • Lesley College • Manhattan College • Massachusetts College of Art • Massachusetts College of Pharmacy • Massachusetts College of Liberal Arts • Massachusetts Maritime Academy • Merrimack College • Montserrat School of Visual Art • Mount Ida College • New York University • Northeastern University • Providence College • Purdue University • Rhode Island College • Rochester Institute of Technology • Roger Williams University • Rutgers State University • Salem State University • Salve Regina University • Southeastern Technical Institute • Smith College • Springfield College • Stonehill College • Suffolk University • Syracuse University • Unity College • University of Colorado • University of Maine • UMass Amherst • UMass Boston • UMass Dartmouth • UMass Lowell • University of Nevada • University of Rhode Island • Ventura College • West Virginia State College • Western New England College •
TUITION AND FEES

Tuition and College Fees
Bristol Community College receives some of its funding from the Commonwealth of Massachusetts and is subsidized by state tax revenues. This means that students pay only a portion of the total cost of a BCC education.

Tuition and College Fees per credit hour
Massachusetts and nearby Rhode Island residents
Tuition $24/credit
College Fee $175/credit
Total $199/credit

Many nearby eastern Rhode Island residents pay in-state tuition and fee rates under the New England Regional Student Program. See Admissions for details.

The New England Regional Student Program allows out-of-state students from New England to enroll in BCC programs at in-state tuition if the public colleges and universities in the student’s home state do not offer the program. In addition, the College accepts students for day classes from nearby eastern Rhode Island (Adamsville, Barrington, Bristol, East Providence, Little Compton, Middletown, Newport, Portsmouth, Tiverton, and Warren, RI) at in-state tuition rates. The Admissions office and the NERSP website at www.nebhe.org have additional information.

All other students
Tuition $230/credit
College Fee $175/credit
Total $405/credit

Tuition is set by the Massachusetts Department of Higher Education.

The College Fee portion of the per credit charge is collected from all students and used to pay for general College operations not funded by the Commonwealth of Massachusetts. These include, but are not limited to, instructional computer equipment, educational supplies, audio-visual aids, library books, and laboratory supplies.

Other required fees
Student Support Fee $37/semester (nonrefundable)
Registration deposit $50/year (nonrefundable and applied to the total semester charge)
Registration deposit for students admitted to Nursing and Dental Hygiene Programs $200/year (nonrefundable and applied to the total semester charge)
Student Health Insurance $1712 for fall; (subject to change)
Insurance cost for the Spring semester only is $1143 (subject to change)
Application fee (nonrefundable)
Massachusetts and nearby Rhode Island residents $10/one time
Out-of-state residents $35/one time

Instructional Support Fee
This fee is charged for courses with high personnel, technology, or materials costs. Courses that carry this fee are identified in the course description with the sentence “Instructional Support Fee applies.”

1 credit $9 6 credits $54
2 credits $18 7 credits $63
3 credits $27 8 credits $72
4 credits $36 9 credits $81
5 credits $45

Nursing and Dental Hygiene courses with the NUR or DHG carry a $50 per credit Instructional Support Fee.

Additional program costs (approximate)
Clinical Laboratory Science $700
Culinary Arts $1,250
Dental Hygiene $2,500
Healthcare Information $500
Medical Assisting $500
Nursing $1,770
TUITION AND FEES | 447

Phlebotomy $700
Occupational Therapy Assistant $1,440
Therapeutic Massage $500

Tuition may be modified by action of the Massachusetts Department of Higher Education after publication of this catalog. Fees may be modified by the College Board of Trustees. Because of changing costs and/or state and legislative actions, adjustments may be required after publication of this catalog. Bristol Community College reserves the right to make these adjustments, and tuition and fees are subject to change without notice.

Estimated costs for a BCC education

The table below gives you an idea of the actual cost of a BCC education for a Massachusetts resident taking 30 undergraduate credit hours over two semesters.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full operating costs per student</td>
<td>$7,500</td>
</tr>
<tr>
<td>Less State Operating Subsidy</td>
<td>$5,069</td>
</tr>
<tr>
<td>Tuition and mandatory fees</td>
<td>$3,885</td>
</tr>
<tr>
<td>Less direct student aid (avg.)</td>
<td>$3,510*</td>
</tr>
<tr>
<td>Average net charge to student</td>
<td>$2,806</td>
</tr>
<tr>
<td>Average federal tax credit (Hope)</td>
<td>$1,000</td>
</tr>
<tr>
<td>Net student cost</td>
<td>$1,806</td>
</tr>
</tbody>
</table>

*Includes tuition and fee waivers and directly-applied institution, state and federal financial aid.

Policies

Once a student registers, he/she is responsible for payment in full of all tuition and fee charges. Students must fulfill all financial obligations to the College. Overdue student accounts will be sufficient cause for administrative withdrawal from the College, and/or other administrative penalties by the College. Unpaid accounts will be referred for collection, and the student will bear all costs and charges incurred in the collection and/or litigation. The Massachusetts Health Insurance Law requires that all students enrolled in nine or more credits are required to have basic health insurance. By law, Bristol Community College automatically charges all students who are registered for nine or more credits with this health insurance fee. The annual fee may be waived before school begins (usually when you register), by documenting comparable health insurance coverage. You must complete the waiver online at www.gallagherstudent.com (Enter Bristol Community College in Find your school, then click on Student Waiver). A waiver must be complete in order for this charge to be removed from the student’s account and the online waiver is the only accepted method to waive coverage. Students purchase their own textbooks, materials, and supplies, all available at the College bookstore. Students should estimate transportation and food costs in calculating their expenses for the year.

A financial statement of the College is available in the Administration office.

Refund policy for students withdrawing from all credit courses in a traditional semester.

Students must follow College withdrawal procedures to receive a refund. See Withdrawal Policy & Procedure (p. 467) in the Academic Information section of this catalog for further details.

Tuition refunds for all credit courses are as follows:

If a student officially withdraws from the College prior to the beginning of classes or during the first two weeks of classes, the student will receive a 100 percent refund less the $37 nonrefundable student support fee.

If a student officially withdraws from the College during the third week of classes, the student will receive a 50 percent refund less the $37 nonrefundable student support fee.

If a student officially withdraws after the third week of classes, there will be no tuition or college fee refunds.

An equivalent of one week will be used for determining the refund for nontraditional semester courses, ex. Winter Session.

Refund policy for students not completely withdrawing from all credit courses in a traditional semester.

If a student officially withdraws from a course(s) prior to the beginning of classes or during the first two weeks of classes, the student will receive a 100 percent refund for the credits from which s/he withdraws. If a student officially withdraws from a course(s) during the third week of classes, the student will receive a 50 percent refund for the credits from which s/he withdraws. If the student officially withdraws from a course(s) after the first three weeks of classes, there will be no refund. It takes four to six weeks for the refund to process.
An equivalent of one week will be used for determining the refund for nontraditional semester courses, ex. Winter Session.

**Tuition exemptions**

Completed waiver applications must be submitted at the time of registration. For any waiver, the appropriate waiver forms must be presented at the time of registration. No refunds are given if eligibility forms are submitted late. Tuition waivers cannot be used for credit by examination, directed study, or contract learning. (Waiver may not be used for ed2go classes, the noncredit Paralegal course, or the credit Medical Billing and Coding program.)

**National Guard**

Active members of the Massachusetts Army or Air National Guard are eligible for a full tuition and fee waiver. This waiver applies to all qualified students, full- and part-time, and for all credit and certificate courses up to a maximum of 130 semester credit hours per student. Eligible students must present a valid (bearing a raised seal) Certificate of Eligibility issued by the Military Division of the Commonwealth of Massachusetts.

**State employee waiver**

At the time of registration a student must present a completed Tuition Remission Authorization form with appropriate signatures. Any additional charges must be paid at registration. Billing is unavailable.

**Senior citizen waiver**

Massachusetts residents 60 years and older may attend Bristol Community College on a space-available basis under the Department of Higher Education’s tuition waiver policy. For specific details, please visit their website at www.mass.edu or contact the Enrollment Center for current eligibility requirements.

**Veteran waiver**

Veterans who are Massachusetts residents may be eligible for a tuition waiver. Those eligible must submit form DD-214 (long form) for review and approval prior to registering. Waiver is for credit courses only. For more information, please call the Enrollment Center.

**Third-party payment**

Students whose courses will be paid by a third party, such as their employer, an agency, or military branch, must submit the appropriate documentation or authorizing letters prior to, or at the time of, registration. (Note: Students who will receive reimbursement contingent upon completion of their course must pay in full at the time of registration.)

**Hope Scholarship (Education Tax Credit)**

Students enrolled in six credits or more in the first two years of an undergraduate program, day or evening, are eligible for the Hope Scholarship, a federal tax credit.
Financing aid programs available at BCC

A comprehensive list of programs and guidelines is available here.

**Federal and State Grants**
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant
- Federal Teach Grant
- Massachusetts Agnes Lindsay Scholarship
- Massachusetts Christian Herter Scholarship
- Massachusetts Early Childhood Education Grant
- Massachusetts Educational Rewards Grant
- Massachusetts Foster Child Grant
- Massachusetts Furcolo Grant
- Massachusetts Gear-Up Grant
- MassGrant
- Massachusetts High Demand Scholarship
- Massachusetts John and Abigail Adams Scholarship
- Massachusetts Need-Based Tuition Waiver
- Massachusetts Part-time Grant
- Massachusetts Paraprofessional Grant
- Massachusetts Public Service Grant
- Massachusetts Stanley Koplic Waiver
- Rhode Island Challenge Grant
- Rhode Island Promise Grant
- Rhode Island State Scholarship

**Loans**
- Federal Direct Student and Parent Loan
- Alternative (Private) Loans

**Work**
- Federal Work Study
- Student Employment Program

**Other**
- Institutional Grants
- Foundation Grant
- Presidential Scholarship

**For more information**

If you have questions about financial aid, contact the Financial Aid office at 508.678.2811, ext. 2515.

**Financial Aid**

Bristol Community College receives some of its funding from the Commonwealth of Massachusetts and is subsidized by state tax revenues. This means that students pay only a portion of the total cost of a BCC education.

**Paying your way**

The mission of the Financial Aid office is to help remove financial barriers to assist students in meeting the cost of attendance to BCC. The office helps fill the gap that exists between the cost of attendance and funds available from family, savings, and other resources. The staff assists with completing applications for financial aid, determining level of need, and offering financial aid to meet educational expenses. The staff is available to answer any questions you may have regarding financial aid in order to address your eligibility concerns.

The Financial Aid office provides assistance and counseling in completing the financial aid application, evaluation, and determination of need. Advisors and counselors are always available via email. Walk-in hours are available weekly, and appointments are available.

Financial aid awards may include grants, loans, and work. The Financial Aid office uses the standards and procedures developed by the U. S. Department of Education to estimate a fair student and family contribution and determine financial need.

**All those forms confuse me. Where can I get help filing the right ones?**

The Financial Aid office provides students and their families with information and assistance in completing the forms and application process. The FAFSA is required from all applicants. Additional documentation may also be requested. You should never pay a fee to complete the FAFSA. Contact the Fall River, New Bedford, or Attleboro locations for information on walk-in counseling or appointments. For more information, visit our FAQ page. The financial aid process can take a while.

**What can I do to speed up the process?**

Completing the FAFSA on the Web is the best option. You will get your Student Aid Report sooner than with the paper version. A link to the FAFSA and more information is available here.

**Is there a deadline for applying for financial aid?**

You may apply for aid anytime, but we give priority to students who complete their financial aid file by May 1. Some Rhode Island grant deadlines are March 1. Some Massachusetts grants have a May 1 deadline.

**Once I have received financial aid, is it guaranteed for my whole college career?**

You must apply for financial aid every year you need it, but every time you demonstrate financial need, we will work with you and your family to help meet your education-related expenses.

**Are there any special requirements?**

Assistance is available to a student who demonstrates financial need, is a citizen, national, or permanent resident of the U.S., meets Selective Service requirements,
maintains satisfactory progress towards an eligible degree or certificate program, does not owe a refund to a federal or state grant program, is not in default on a federal or state education loan, and meets criteria in specific programs. Students in the U.S. on F1, F2, J1, or J2 student visas are not eligible for assistance.

Further information on eligibility criteria, deadlines, and applications is available here.

**Student rights and responsibilities**

The College and the Financial Aid office reserve the right to determine the type, amount, and/or revision of financial aid. Awards are contingent upon the availability of funding, the student’s course load, and regulations governing those funds.

Financial aid may be denied or cancelled if a student does not continue to meet eligibility requirements at any time during the academic year. If a student fails to meet satisfactory progress standards or is in default on Title IV or state grant or loan funds, financial aid will be denied or cancelled.

**BCC Foundation Scholarship and Loan Programs**

Scholarships funded through the BCC Foundation and Alumni Association range in value from $100 to $2,000. To apply for a BCC Foundation Scholarship visit https://bristolcc.academicworks.com/. The website runs from early March through the last week of June. Applicants are notified of award decisions by the start of the fall semester. If tuition and fees will be waived by the College, you are not eligible to apply for and receive a Foundation Scholarship through this scholarship process. Listed below are the endowed funds.

**Endowed Fund Eligibility**

**Edward Adaskin Family Scholarship**

Student who is a resident of Fall River, Swansea, Westport, or Freetown Massachusetts, and demonstrates financial need

**Altrusa Club/Camilla C. Pickering Memorial Scholarship**

Student who is a resident of Bristol County, with a minimum GPA of 3.0 and demonstrates volunteer community service

**Argy Scholarship**

Full-time student majoring in engineering, science or health science who demonstrates financial need, scholastic merit, with a minimum GPA of 3.0

**Leonard and Ruth Baker Scholarship**

Full-time student enrolled in Business Administration, who has completed 24 credit hours, with a minimum GPA of 3.0, and financial need

**BayCoast Bank Scholarship**

Student enrolled in a business-related major, demonstrated financial need, from the Greater Fall River area, minimum 3.0 GPA; must be enrolled in at least 6 credits

**BFI Waste Systems Scholarship**

BFI employee, spouse, child or grandchild of employee; if no BFI applicant by 5/1, open to Fall River, Somerset, Swansea or Westport resident, environmental technology, GPA 3.0, financial need

**BJ Voss Memorial Scholarship**

Providing annually a scholarship to a Criminal Justice student enrolled at Bristol Community College who demonstrates financial need.

**H. M. Booth Theatre Scholarship**

Theatre student

**Borden-Remington Scholarship**

Student in top 30% of class who demonstrates financial need. Preference is given to child of Borden-Remington employee

**Michael K. Bosi Memorial Scholarship**

Student matriculating in journalism or communications who demonstrates scholastic merit. Preference will be given to BMC Durfee alumnus. Special application requires submission of work samples

**Zelma Braga Scholarship**

General requirements, full or part-time student

**Gerald M. Brown Scholarship**

Greater Fall River resident, financial need, GPA 3.0

**Ruth P. Brown Scholarship**

Full or part-time student in the Business Program. Preference given to female student

**Kenneth M. Candeias Scholarship**

To a graduating student who displays outstanding leadership and academic achievement.

**Prof. C. John Capone P.E. Memorial Scholarship**

Student matriculating into the engineering or environmental technology program, minimum six credits per semester, financial need and scholastic merit

**Chef John J. Caressimo Scholarship**
Second year student matriculating in culinary arts

**John A. and Eileen F. Carr and Kathryn V. Whalen Scholarship**
Nursing or elementary education student with financial need

**Donna Castro RN Nursing Scholarship**
Nursing student with preference given to a student with prior experience working in the health care field

**Judith B. Chace Memorial Scholarship**
Chace employee, spouse, child or grandchild; if no successful applicant by 5/1, open to Tiverton resident or graduate of Tiverton High

**Francis J. Colaneri Scholarship**
Student with financial need enrolled in the engineering program with preference given to students residing in Bristol County, MA or Rhode Island

**Pamela Colaneri Dental Hygiene Scholarship**
Second year Dental Hygiene student who demonstrates academic merit and financial need

**Christopher M. Cordeiro Memorial Scholarship**
Student taking credit or non-credit course who demonstrates financial need, with minimum GPA of 3.0

**James D. Crosson Scholarship**
Second year student in the Criminal Justice Program who is from the greater Fall River area, son or daughter of a policeman if possible and demonstrates scholastic merit

**Charles E. Crowshaw, Jr. Memorial Award**
This award is given annually to a returning Criminal Justice student for academic excellence and leadership ability

**Michael T. Davis Memorial Scholarship**
Second year student matriculating in Journalism communications at BCC with the intent to pursue a career in journalism who has a minimum GPA of 3.0

**Dr. and Mrs. Paul P. Dunn Scholarship**
Student matriculating in a health science program, financial need, minimum GPA 3.0

**Johanna Duponte Occupational Therapy Assistant Scholarship**
Student matriculating in OTA program, having completed first year with minimum GPA of 2.75 who demonstrates professionalism, collegiality, and commitment to OTA profession

**Fall River Country Club Scholarship**
Employee of Fall River Country Club; if no applicant, a culinary arts student

**Fall River Opportunity Fund**
Fall River resident who demonstrates financial need

**J.B. Fernandes Memorial Trust I Scholarship**
Portuguese-American student who demonstrates financial need

**Paul Fletcher Scholarship**
Student matriculating into the arts/humanities field, taking a minimum of 6 credits per semester, financial need, scholastic merit, GPA 3.0

**John G. Fonseca Memorial Scholarship**
Non-traditional student, minimum GPA of 3.5, financial need

**Sally Gabb Vision Scholarship**
Sally S. Gabb was a lifelong educator and activist, a person who had a generous, creative spirit and a vision of social justice for all. She firmly believed that justice comes through the route of education. In her fifteen years at BCC, Sally worked with many students to help them live the vision they had of their own best futures. Sally’s work with students entering the college at developmental-levels was close to her heart, therefore, those eligible for this scholarship must be a student who is or has been enrolled in at least two developmental-level courses.

**Kathy Torpey Garganta Attleboro Scholarship**
Scholastic Merit and minimum GPA of 3.0. Student must have completed a minimum of 12 credits at BCC Attleboro. The scholarship will be awarded annually to a BCC Attleboro student who demonstrates financial need.

**Kevin J. Garganta Human Services Scholarship**
Student matriculating in Human Services, minimum of 30 credits who demonstrates financial need and has a minimum GPA of 2.5

**Officer Thomas J. Giunta Memorial Scholarship**
Child/grandchild of active or retired Fall River police officer, financial need; if no successful applicant, open to criminal justice student

**Globe Manufacturing Scholarship**
Greater Fall River resident, financial need and scholastic merit

**Max and Edith Gold Scholarship**
Fall River resident, GPA 3.0, financial need

**Harry Gottlieb Scholarship**
Accounting/business major, greater Fall River resident, financial need and scholastic merit

**Nick Grossi Culinary Arts Memorial Scholarship**
Student entering the 2nd year of the culinary arts program

**HarborOne Credit Union Scholarship**
Student enrolled at Bristol Community College who is studying predominantly at the Attleboro Center

**Bruce O. and Virginia I. Hawes Scholarship**
General Requirements

**Lincoln T. Hawes Scholarship**
General Requirements

**Hebrew Ladies Helping Hands Society Scholarship**
Full-time student who demonstrates academic promise and financial need with preference given to a Jewish student with second preference to a resident of greater Fall River

**Anne P. Hindle Scholarship**
Student matriculating in one of the BCC allied health programs. Based on scholastic merit and financial need

**Dr. Rachel V. Holland Memorial Scholarship**
Student enrolled at BCC from a financially or educationally disadvantaged background. Student should exhibit a dedication to utilizing his/her education in helping others in the community

**Jack P. Hudnall Memorial Scholarship**
Second year student, financial need and scholastic merit

**Ruth E. Hurley Nursing Scholarship**
The student shall be a member of the graduating class and demonstrated superior clinical competence

**Ernest Israel Scholarship**
Full-time student who graduated within last five years from Durfee High School, letter of recommendation from teacher or friend required

**Jewish Omni Services Scholarship in Honor of Richard B. Wolfson**
Nursing student demonstrates financial need and preferably an interest in entering the gerontic nursing field.

**Dr. Cynthia K. Karr Scholarship**
Student in liberal arts: language, literature or philosophy. Based on scholastic merit/potential and financial need

**Joseph and Jeannette Koppelman Scholarship**
Financial need, top 30% of class

**Virginia Lash Memorial Scholarship**
Full-time student who demonstrates financial need.

**Virginia and Harold Lash Scholarship**
Full-time student, financial need, scholastic merit

**Hugh Lavery Memorial Scholarship**
BCC student based on scholastic merit and financial need. Student must be a resident of Fall River.

**Raymond J. Lavertue, Sr. Criminal Justice Scholarship**
Award to be given annually to a deserving, graduating Criminal Justice student who has completed all requirements toward his/her Associates Degree in Criminal Justice. Candidates must have shown outstanding leadership qualities and have demonstrated a dedication to the enhancement of the Criminal Justice System as well as a high level of personal integrity.

**John A. & Mary V. Lima Memorial Scholarship**
BCC student based on financial need. Student must show academic merit with a grade point average of 3.0. The student must be registered for at least one Portuguese course.

**William List Scholarship**
Student who is a resident of Fall River, Somerset, Swansea, Westport, or Freetown Massachusetts who demonstrates financial need

**Luso Centro Scholarship**
The scholarship will be awarded annually to a BCC student based on financial need. The student must show academic merit with a grade point average of 3.0. The student must be registered for at least one Portuguese course.

**Marie B. Maalouf Scholarship**
Nursing student, financial need, scholastic merit

**Senator William and Marjorie MacLean Scholarship**
Full-time student who is a resident of Acushnet, Dartmouth, Fairhaven, Freetown, Marion, Mattapoisett, New Bedford or Rochester with financial need, academic achievement and interest in public service and/or leadership

**Alfred J. and Marie B. Macomber Music Scholarship**
Student with an interest in music with financial need and/or scholastic merit

**George and Doris Magnan Memorial Scholarship**
Student matriculating in the Fire Science Technology Program who has completed at least 12 general education credits and at least 12 Fire Science credits at BCC with a minimum GPA of 3.0

**Basil and Theresa Maravelas Memorial Scholarship**
Student in the natural sciences who has scholastic ability, academic potential and financial need

**Marie Marshall Nursing Scholarship**
Nursing student who demonstrates scholastic merit and financial need

**J. Robert Mello Scholarship**
Student demonstrating outstanding ability and talent in the art program

**Loree Moglia Mullen Memorial Dental Hygiene Scholarship**
First year BCC Dental Hygiene student

**Mullins Family Nursing Scholarship**
The scholarship will be awarded annually to a nursing student enrolled at Bristol Community College who demonstrates scholastic merit and financial need

**Evelyn Pacheco Nursing Scholarship**
Second year student enrolled in the nursing program who demonstrates scholastic merit and financial need

**Luis Rodrigues Pavao Scholarship**
Full-time student with demonstrated financial need and/or scholastic merit

**Pierce Foundation Scholarship**
Nursing student with minimum GPA 3.0, with financial need

**Richard and Doris Quirk Nursing Scholarship**
Second year nursing student with financial need, minimum GPA of 3.5, and a resident of Dartmouth, New Bedford, or Fairhaven, Massachusetts

**Jessica Raposa Memorial Scholarship**
The award shall be given to a Graphics Art student

**The Mary Raposa Memorial Scholarship**
Students enrolled at Bristol Community College. Preference to be given to members of ESPIRITO SANTO PARISH, located in Fall River, MA.

**Rhode Island Society of Governmental Accountants & Auditors Scholarship**
Student enrolled in business administration with accounting option who demonstrates financial need and scholastic merit. Priority to Rhode Island residents and additional preference if child or grandchild of SOGAA member

**Jessie E. Richardson Art Scholarship**
Awarded annually to an art student with a painting concentration, has completed the first year and intends to continue at the College, has exhibited ability and potential for development in painting, demonstrates financial need

**Ella A. Rodgers Memorial Scholarship**
Student from Greater Fall River who demonstrates financial need and/or scholastic merit

**Lucy Rose Memorial Nursing Scholarship**
Student entering the second year of the nursing program; demonstrated scholastic and clinical competence and has financial need. Preference to a student from Fall River, MA or Tiverton, RI

**Al and Jeannine Roy Student Elementary Education Scholarship**
A student who is majoring in Elementary Education.

**Dr. August I. Ryer Memorial Nursing Scholarship**
Second year nursing student who demonstrates academic promise and financial need

**Diane M. Roussel Memorial Scholarship**
Nursing student, scholastic merit and financial need

**Mary Lou Hallal Sabra Memorial Scholarship**
Student who is a G.E.D. recipient enrolled in either credit or non-credit courses leading to further certification or degree

**Philip and Evelyn Sacknoff Scholarship**
Student demonstrating financial need and academic promise, preferably in the health sciences or computer science programs

**Angela Rose Shardella Memorial Scholarship**
A resident of Fall River, demonstrates scholastic merit and financial need and who will transfer to a four year college upon completion at Bristol Community College

**Jennifer E. Serpa Memorial Scholarship**
To a full-time student from the Medical Laboratory Technology Program or a graduate of said program who has transferred to a similar program who demonstrates financial need and/or scholastic merit

**Edward Terral Smith Memorial Scholarship**
Graduating, transferring student, GPA 3.5, with 75% of credits completed at BCC, must attend graduation

**Rev. Dr. Lex King Souter Memorial Scholarship**
Student enrolled in the liberal arts and humanities program who demonstrates financial need and/or scholastic merit

**Robert F. Stoico/FirstFed Foundation Scholarship**
Accounting/business/business transfer student GPA 3.0, financial need
Sally Sweeney Memorial Scholarship
Full or part-time student demonstrating financial need

Truesdale Hospital Nurses Alumnae Association Scholarship
Student entering the second year of the nursing program, who has demonstrated scholastic and clinical competence and has financial need

Union Hospital School of Nursing Alumnae Scholarship
Student entering the second year of the nursing program; that demonstrates outstanding clinical skills and has financial need

BJ Voss Memorial Scholarship
Providing annually a scholarship to a Criminal Justice student enrolled at Bristol Community College who demonstrates financial need.

Elizabeth A. and Sumner James Waring, Jr. Scholarship
Full-time student at BCC who demonstrates financial need and/or scholastic merit

Watuppa Masonic Foundation Scholarship
Student who is a resident of greater Fall River and demonstrates scholastic merit and financial need

Betty M. Welch Scholarship
Business administration/accounting major, with minimum GPA 3.0
STUDENT SERVICES

Helping you make your way

That’s the idea behind Bristol Community College. To reap the maximum benefit from your college education, you need opportunities to exercise your abilities in ways not always found in the classroom. And, you need some personalized attention to fulfill your educational and career goals.

We offer a whole range of extracurricular activities that can enhance your college experience, and the services that will support your educational progress and develop your potential for growth. The Enrollment Services staff and related support services are committed to helping you map out your educational road, make the transition into college, complete your goals successfully, and find employment or the right place to complete your education.

The key word here is personal – we want to work with you to make sure that your education is everything you want and need.

There is more to college than just lectures, papers, and classes. The best education is one where you are challenged to grow in all areas – physically, socially, and intellectually. And sometimes you just need support in that process – someone who cares about you and wants to help you become successful.

Who goes to Bristol Community College?

Students at BCC come from every circumstance, representing every segment of the community at large. Our students tend to be older than the traditional college age, because many interrupted their education and are returning to start again. But there are many recent high school graduates, too, who take advantage of the affordable costs they find at Bristol Community College. More than 80 percent of our students are in the first generation of their family to attend college.

Approximately 13 percent of our students represent racial minority groups. Nearly 80 percent of our students work while attending school, and almost 60 percent receive financial aid. Because of the many responsibilities our students have in addition to school, BCC specializes in helping you fit educational goals into your busy life.

Don’t think you need to have your life planned before you come to BCC. Enrollment Services and Advisement staff can help you to determine your interests and strengths, either before or after you begin your education.

Starting your journey

Right from the beginning, BCC is there to help you adjust to life as a BCC student. You can find all these services in the new Enrollment Center in the Commonwealth College Center, Fall River Campus. The Enrollment Center provides registration and enrollment-related services for credit and noncredit enrollment. The Enrollment Center processes all registrations, course change forms, program changes, enrollment verifications, transcript requests, college withdrawals, and tuition waiver requests.

Applications for admission to the College and financial aid may also be obtained through the Enrollment Center. Enrollment Services are also available at the New Bedford Campus and the Attleboro Campus.

Admissions

You start with Admissions, where you can get help in selecting an appropriate program. Our advisors work with you to evaluate your interests and educational experience. If you need preliminary courses before enrolling in a program, we will make recommendations for taking them. (Contact Admissions for detailed information.)

Financial Aid

The Financial Aid office provides assistance for all students in covering the cost of college. Staff members will help you file appropriate forms and direct you to alternative funding sources, including scholarships and loans. (You will find more details in the Financial Aid section.)

Testing Center

The Testing Center oversees placement testing, Test of Essential Academic Skills (TEAS) and the Massachusetts high school equivalency test. All students entering a degree or certificate program are required by the Department of Higher Education to take placement tests to ensure appropriate placement in classes. The tests assess students’ skill levels in reading, writing, and mathematics. The results of the assessment, in conjunction with academic background information, are used by College academic advisors to assist you with course selection. BCC is an approved testing site for the Massachusetts high school equivalency test.

Student Health Insurance

By Massachusetts law, all residents are required to have health insurance. Only students enrolled in nine or more credits purchase the student health insurance through the College. The coverage may be waived only if comparable health insurance coverage can be demonstrated and a student health insurance waiver form is on file in the
Student Accounts office before school begins. All students enrolled in any health science or early childhood education must carry health insurance. Brochures and ID cards may be obtained in the Student Accounts office, Health Services (G200), or by accessing www.universityhealthplans.com/intro/BCC.html

The Commonwealth of Massachusetts requires

- All full-time (12 credits), some part-time and all students on a visa or exchange program to present proof of vaccinations.
- All students with 9 or more credits to show proof of health insurance or participate in the student health insurance program.
- Parental consent for medical treatment if under 18 years of age. For information, call ext. 2232 or visit Health Services in G200.

Tobacco Free
As of Summer 2010, tobacco use is not permitted on any Bristol Community College campus or site.

Orientation
Orientation, offered before the semester begins, gives new students an opportunity to learn about their rights and responsibilities, as well as the services offered to them by BCC. New students also come to campus prior to the start of classes to select courses and register with the help of an academic advisor.

Academic Advising
Before you start your first semester, you will meet with an advisor to plan your first semester’s schedule. The advisor will ask questions about your future plans, interpret your placement test scores (English, reading, arithmetic, and algebra), or credits transferred from another accredited college to create your class schedule.

If you are in a degree program and taking more credits in the daytime, you will be assigned an advisor to advise you before registration each semester. Students are assigned advisors based on academic program and the advisor’s specialty. In some instances, students are assigned to a staff member in the Advisement Center.

At most times of the year, walk-in advisement is available. For more information, contact ext. 2777. For Attleboro, call ext. 3527, for New Bedford, call ext. 4000, for Taunton satellite, call ext. 3767.

Advisors assist students with short-term academic planning (course selection) as well as long term plans most often related to a student’s career and/or transfer goal.
Additionally, advisors assist students in learning about the numerous student services on campus such as academic tutoring, co-op experiences, career planning, transfer advising, and job placement.

Counseling Services
The Counseling Center at BCC provides a range of services to support student success, health, and wellness. Counselors are available to help students to engage in their academic studies purposefully and to help them address challenges, which may include choosing a career, finding a job, deciding on a major, and planning to transfer to a four-year college or university. A variety of counseling services are tailored specifically to the needs of Student Veterans, including career planning, VA benefits certifying, and transitional academic counseling. The Center also offers counseling to help students with personal problems, including stress, anxiety, depression, substance use, and relationship issues. Interactions with the Counseling Staff are considered to be confidential, within the guidelines of applicable laws. To make an appointment in Fall River or New Bedford, or to speak with someone to learn more about Counseling, please call ext. 2234 or stop by G-211 on the Fall River campus. For appointments at the Attleboro Campus, please contact the Enrollment Center at ext. 3527.

Veterans Educational Services
Veterans Educational Services at BCC provides eligible veterans and eligible dependents connections to a range of services. The College is approved to provide services under the Veterans Affairs Vocational Rehabilitation and Employment Program (VR&E), the Veterans Affairs Dependents’ Educational Assistance Program (DEA), the Veterans Educational Assistance Program (VEAP), the Reserve Educational Assistance Program (REAP), Reserve GI Bill, Montgomery GI Bill, and the Post 9/11 GI Bill.

The College’s certifying official can assist you with processing your application for benefits through the United States Department of Veterans Affairs. For more information, please contact Advising and Counseling Services at ext. 2227 in G-200.

Once you are on your way
Throughout your time at BCC, you can receive assistance and support for your educational and career goals as you need it. Here is a sample of what we offer.

Services for students with disabilities
Disability Services
The Office of Disability Services provides support services at all College campuses and centers. These services enable students with disabilities to fully participate in the life of the academic community.

Services for students with documented disabilities include the following: accommodations, assistive technology and training, self-advocacy and leadership training; and coordination of services with local agencies such as the Massachusetts Rehabilitation Commission, Massachusetts Commission for the Blind, and Massachusetts Commission for the Deaf and Hard of Hearing. The Office of Disability Services also provides screening for learning disabilities based upon faculty referral and/or self-report.

Students with disabilities are encouraged to contact Disability Services early to allow adequate time to arrange accommodations prior to the beginning of classes. A minimum of 3 - 6 weeks may be needed to arrange for certain accommodations. Learn more about Disability Services at www.BristolCC.edu. Go to the Students quick link and then click directly on Disability Services.

To make an appointment in Fall River, call ext. 2955 or visit Room L109; in New Bedford, ext. 4011, room 151 at 188 Union St.; and in Attleboro, ext. 2996, room 115.

D/deaf and hard-of-hearing individuals are also welcome to contact D/deaf Services through videophone at (508) 689-7616 or email at julie.jodoin@bristolcc.edu.

Multicultural Student Center

The Multicultural Student Center (MSC) provides opportunities for students and other college community members to come together and promote greater awareness, appreciation, and understanding of BCC’s diverse community – and to serve as a catalyst to build a more welcoming and inclusive environment. The Multicultural Student Center is here to support and assist students from diverse cultural, ethnic, and racial backgrounds with their transition to college. The MSC is a place for all students, particularly members of historically underrepresented groups, to gather and share their diverse cultural perspectives and provide mutual aid and support. Through co-curricular programming and collaboration with other college entities, the MSC provides a broad range of activities and services to support student success and engage the College community.

The Multicultural Student Center is located on the upper level first floor of the Commonwealth College Center (G building) in room G117.

Connections Services

Connections Services supports students experiencing challenges affecting their academic progress. Referrals are made by faculty and staff; or students may make an advising appointment. Connections advisors work with each student to help him or her get the services needed to become more academically successful. Connections literally “connects” the student to a variety of services on campus including tutoring, career services, counseling, and other services to help get the student back on track. Call ext. 2761 for more information or stop by room G200 to learn more.

Student Life

At Bristol Community College, education extends beyond the classroom. You can develop new skills by participating in extracurricular activities. No matter what your interests, you can find a group of like-minded students who get together at BCC. Many of the degree programs sponsor clubs where you can gather with your fellow future professionals to learn more about the field. If you are a writer or photographer, you can utilize your talents on the student newspaper, The BCC Observer. We have clubs that focus on the celebration of the many cultures represented on Campus.

If you have an eye for politics, you can represent the interests of fellow students on BCC’s Student Senate. The Senate offers a great opportunity for the development of leadership, interpersonal, and public relations skills. You may also represent students by participating on a College-wide committee. Along with faculty, staff, and administrators, you can make recommendations on such issues as academic standards, the College budget, bookstore, cafeteria concerns, and orientation day.

The Office of Student Life is invested in helping students overcome the barriers that make attending school difficult. One major thing is hunger and food insecurity. In conjunction with Greater Boston Food Bank, the Office sponsors the Mobile Food Market. It is held once a month and fresh and frozen perishable food is given to students, faculty, staff and community members in need. The Office also established the Grab and Go Food Pantry to assist students who do not have enough to eat on a daily basis. The Pantry offers single serving non-perishable items to be eaten that day, not take home. The pantry operates out of
If you like helping others or if you would like the opportunity to talk about your experiences at BCC, consider joining the Ambassador Program. This program utilizes the best voice of the campus -- its students -- in "getting the word out" about the campus and its numerous opportunities. Student Ambassadors will have the opportunity to participate in various campus activities, campus tours, prospective student recruitment efforts, new student orientations, speaking engagements, and other leadership events.

In addition to the opportunity to develop valuable skills that employers will find attractive, the Student Life Office works to provide opportunities to meet others and have fun. During the year, the Student Life Office sponsors many events such as lectures, comedy shows, bands, karaoke, film series, and multicultural activities.

Contact the Student Life Office at the Fall River Campus Commonwealth College Center, G101, ext. 2222; the New Bedford Campus at ext. 4000; or Attleboro Campus at ext. 3527.

Fitness Center and recreation

Fitness Center

Fall River Campus

Commonwealth College Center

Lower Level, ext. 2296

With a focus on wellness and healthy living, the newly-renovated Fitness Center on the Fall River campus offers free access to its state of the art equipment and services for all BCC students, employees and alumni. To use the Fitness Center you need a valid accessBCC OneCard.

Take advantage of 16 individual strength training stations, a cable motion station, elliptical trainers, treadmills, lifecycles, rowers and dumbbells. Locker rooms and showers are available. Fitness instructors are on staff to demonstrate proper use of the equipment. A number of group exercise classes are held regularly and include: Zumba, yoga and core conditioning.

Outdoor Recreational Facilities

There are five tennis courts, a basketball court and a ½ mile walking path. Basketballs, soccer and footballs and well as tennis equipment are available for use on campus with an accessBCC OneCard.

The New Bedford and Attleboro campuses provide several free passes to their local YMCAs which may be borrowed on a daily basis.

Athletics

Bristol Community College is a member of the National Junior College Athletic Association (NJCAA) at the intercollegiate level in men’s and women’s soccer, basketball, and co-ed tennis.

Those interested in competing as student athletes must enroll in a minimum of 12 credits and maintain a 2.0 GPA.

All information regarding tryout dates, eligibility, medical forms, etc. can be found by visiting the school’s Web site and clicking on Athletics. The Athletic Director and coaching staff are located in the Commonwealth College Center (G building), room G 212B. You may contact the Athletic Director by calling ext. 2818.

Advising Services

Advisors can help students achieve their academic and personal goals by guiding them through the college environment. Advisors assist students with course selection, review general education and degree requirements, discuss how many courses to take, and assist with long-range academic planning most often related to a student's career and/or transfer goal. Additionally, advisors assist students in learning about the numerous student services on campus such as academic tutoring and the Writing Center, Co-op experiences, career planning, Veterans Services, Counseling, and transfer advising.

All students are strongly encouraged to meet with an advisor prior to registration. Advising appointments are available throughout each semester. Convenient walk-in advising is also available each semester during registration periods. Students should refer to the course brochure or the BCC Advising Web site each semester for dates and times. Fall River Campus: Building G, Room 200, ext. 3044. New Bedford Campus: Room 156, ext. 4000. Attleboro Campus: Enrollment Center, Room 100, Phone: 508-226-2484 or 508-678-2811, ext 3525 or 3527.

Health Services

The Health Center is located on the second floor of the Commonwealth College Center (G200) and is accessible by elevator. The Center is staffed during the day by a registered nurse. A physician sees students on campus one day a week. The Health Center provides immunization record keeping, first aid, a private area to rest, free HIV/STD and pregnancy testing. All services provided by the Health Center are free and confidential.
The staff also offers special programs, including health fairs, lectures, and workshops on healthy lifestyle topics such as nutrition, quitting smoking, avoiding colds and flu, and more.

**Dental Hygiene Clinic**

The BCC Dental Hygiene Clinic provides dental hygiene services under the supervision of faculty members. Services provided include blood pressure screening, oral cancer examinations, dental and periodontal (gum) evaluation, dental x-rays, oral health education, periodontal debridement (professional scaling and polishing), fluoride treatments, and sealants. The clinic is located in the Siegel Health Technologies building.

**Campus safety and traffic control**

The College’s Campus Police office, ext. 2218, maintains a 24-hours-a-day, seven-days-a-week security operation. The staff is committed to the safety and security of the campus community and all visitors. Campus police officers and security personnel provide an on-campus transport service upon request.

Located at key spots on campus are emergency telephones, enclosed in yellow boxes and marked with blue lights. They provide instant connection to the Campus Security office. For emergencies, call ext. 3911.

Parking is free and available on a first-come, first-served basis. The College has 12 parking lots with more than 1,800 spaces on the Elsbree Street Campus. All traffic and parking laws are strictly enforced and infractions are subject to monetary fines, especially those involving handicapped spaces, fire lanes, parking on the grass, and parking outside white lines. At the New Bedford Campus, students are offered discounted parking at downtown garages.

**Charting your next step after BCC**

Whether you enter the workplace immediately or transfer to a four-year college first, we provide the tools and services that assist you in making practical use of your education.

**Career services**

Career Services can help you explore careers, define your career interests, research your major, and plan your career path. Career counselors can also help you with every aspect of your job search including résumé writing, interviewing, and job search strategies. Call ext. 2959, or in New Bedford, ext. 4000.

**Job Placement Services**

Counselors are available to discuss résumés, cover letters, job search strategies, and information on specific organizations. Once a student has registered with the Job Placement office, we are able to make referrals for appropriate positions. Call ext. 2959.

**Transfer counseling**

Should you decide to transfer, our transfer counselors can help you meet the requirements of the four-year institution of your choice. Refer to the catalog section called Transferring or check the transfer Web site for information about services and articulation agreements with other colleges.
Degree and Certificate Types and Requirements

Associate in Arts Degrees
Transfer programs listed in this catalog generally lead to the Associate in Arts (A.A.) degree and prepare students for transfer to a four-year college or university. These programs are designed to meet most senior institution requirements. However, students are responsible to make sure that their program will transfer to the institution of their choice. The BCC Transfer office works with students by appointment to design programs for transfer. Refer to the catalog section “Transferring” for more information.

Associate in Science Degrees
Courses of study leading to an Associate in Science (A.S.) degree are generally described in this catalog as career programs. Successfully completing one of these programs prepares students for technical or professional entry-level positions. Many A.S. programs also allow students to transfer to four-year institutions.

Associate in Applied Science Degrees
Courses of study leading to the Associate in Applied Science (A.A.S.) degree are designed to lead directly to employment in a specific occupational area. The career courses in these programs are linked to current practices in the work world.

Certificate Programs
The College also offers a number of certificate programs that can be completed in one year if the prerequisites are met. Three levels of certificates are offered:
- Certificate of Achievement 24-29 credits
- Certificate of Accomplishment 15-23 credits
- Certificate of Recognition less than 15 credits

Grades earning the Certificate of Achievement will be recognized at Commencement.

Earning a Second Degree from BCC
To qualify for a second associate degree, a student must complete a minimum of 15 credit hours beyond the first degree and meet all specific degree requirements of the second program. Students may earn one degree in an academic program of study. Students that have earned a degree in a program concentration cannot be awarded a second degree in the same program with a different concentration.

General Education Requirements
Entering a degree or certificate program at Bristol Community College means that you are committed both to expanding your general education and pursuing a career.

At BCC, General Education is a core of courses that helps students strengthen their skills in reading, writing, and mathematics while increasing their awareness and appreciation of historical thinking, important social issues, and the role of languages, literature, science, and the arts in our society.

1.0 Critical Analysis 0 credits
2.1 Written Communication 6 credits
2.2 Oral Communication 0-3 credits
3.0 Scientific Reasoning and Discovery 3-4 credits
4.0 Quantitative/Symbolic Reasoning 3-4 credits
5.1 Historical Awareness 3 credits
5.2 Global Awareness AS 0-3; AA 3 credits
5.3 Multicultural Perspective 0-3 credits
5.4 Social Phenomenon 3 credits
6.0 Humanities 3 credits
7.0 Ethical Dimensions 0-3 credits
8.0 Technical Literacy 0-3 credits
9.0 First Year Experience 0-3 credits

The core courses for degree programs include:

Foreign Language Requirement
In those programs that require foreign language, students may elect to enroll in any foreign language offered at Bristol Community College, including American Sign Language. Under Massachusetts law, ASL is recognized as the equivalent of a spoken language for the purpose of foreign language study and course credit. Students may also receive transfer credit for foreign languages not offered at BCC.

College Success Seminar 101 Waiver
All incoming, freshman, degree students are required to complete a First Year Experience to earn an Associate's degree. Many students are required to take CSS 101 to
satisfy this competency. Unless otherwise required by the student's program, a blanket waiver has been approved for one of the following conditions:

- the student already holds an Associate's degree or higher;
- the student has earned 30 or more transfer credits;
- the student has earned 30 or more BCC credits with a GPA of 2.5 or better; or
- the student has a combination of 30 or more transfer and BCC credits with a GPA of 2.5 or better.

Students who have earned and have documented one of these credentials are not required to submit a Petition for Waiver. The student must, however, meet all other program requirements and the 60-credit minimum number of credits to graduate.

Changes of Program

Students may change their program or areas of concentration by completing a Change of Program Form through one of The College’s Enrollment Centers. A change of program will result in an update of academic requirements to the current academic catalog. Students changing their concentration within a program may retain the academic requirements of their original catalog year. International students attending BCC on an F-1 visa must receive approval for program changes from the Registrar’s Office. Changes of program are processed for the current semester through the add/drop period. After the add/drop period they will be processed effective for the following semester. Grades already received in courses not applicable to the new program remain when computing the student’s G.P.A. on their permanent record.

Transferring into BCC Programs

Students who transfer into BCC from another regionally accredited college or university usually receive credit for courses that apply to their program with a grade of “C-” or better. Students may meet up to 34 credits of degree program requirements with credits transferred from another accredited college or university and/or credits earned through Prior Experiential Learning.

To qualify for a BCC degree, a transfer student must complete at least 25 percent of the credits required at the College and fulfill graduation requirements in the selected curriculum. Exceptions may be granted by petition. For certificate programs, half the required credits must be earned at BCC.

To receive credit for courses taken at any other institution while enrolled at BCC, students must obtain approval in advance. Forms are available in the Enrollment Center. Completed forms should be accompanied by the catalog from the other institution. The student must arrange to have transcripts of approved courses sent to the Registrar’s office within six weeks of completing the course(s).

Transferring from a Certificate Program

Students who complete a certificate program and who wish to enroll in a degree program must complete a change of program form available in the Enrollment Center and administrative offices at the New Bedford Campus and Attleboro Campus.

VALOR Act Academic Credit

Students may also request to receive credit for military training and experience. In accordance with the Valor Act, Bristol Community College uses the ACE Guide to the Evaluation of Educational Experiences in the Armed Services as the primary method for evaluating and awarding academic credit for military occupation, training, experience, and coursework. Any questions related to the transfer of military credits can be directed to the Registrar’s Office at 774.357.2240.

Prior Learning Assessment (PLA)

Students may meet up to 45 credits of degree program requirements with credits earned through Prior Learning Assessment and/or credits transferred from another accredited college or university. For more information on
the Prior Learning Assessment (PLA) process, contact the Prior Learning Assessment (PLA) Coordinator at x3063. There are three PLA Options:

**Credit by Examination - College Level Examination Program and Advanced Placement Program**

The College Level Examination Program (CLEP) and Advanced Placement (AP) program offer students an opportunity to receive college credit for subject matter learned through means other than formal college work. The CLEP Subject Matter, CLEP General, and AP Examinations are applicable for credit. Students may obtain information regarding CLEP and AP examinations through the PLA Coordinator. Official AP and CLEP score reports must be sent to the Office of Admission in order to be evaluated for credit.

**Credit by department/program examination**

A student may receive credit for some BCC courses by passing a comprehensive examination prepared by the department or program in which the course is being offered. Any student who has been formally accepted into a degree program at Bristol Community College and has completed the course prerequisites or received permission from the program director/department chairperson may take the examinations. Students must request these exams if they want to take them.

Credit granted for comprehensive examinations will not have a letter grade assigned. The credit earned cannot be used to raise grades or remove failures in courses already taken.

Students must meet department criteria in the taking of these exams. They are responsible to discuss these criteria and make arrangements for credit by examination with the PLA Coordinator. Additional information concerning the complete credit by examination policy and fees can be obtained by contacting the Enrollment Services office or the PLA Coordinator at x3063.

The AP program periodically conducts college score comparability studies in all AP subjects. These studies compare the performance of AP students with that of college students in the courses for which successful AP students will receive credit. In general, the AP composite score cut points are set so that the lowest composite score for an AP score of 5 is equivalent to the average score for college students earning scores of A. Similarly, the lowest composite scores for AP scores of 4, 3, and 2 are equivalent to the average scores for students with college scores of “B,” “C,” and “D,” respectively.

Students who earn AP Exam scores of 3 or above are generally considered to be qualified to receive college credit and/or placement into advanced courses due to the fact that their AP Exam scores are equivalent to a college course score of “middle C” or above.

**Credit by Credential**

Students may earn equivalent course credit for prior learning, including instruction sponsored by the military, business and industry, public and private agencies, associations and educational institutions, and licensure preparation by regulatory agencies and associations.

**National Guides**

Credit for noncollegiate courses and educational experiences in the armed services may be awarded according to the recommendations in the National Guide to Credit Recommendations for Non-collegiate Courses, the Guide to the Evaluation of Educational Experiences in the Armed Services, the Directory of the National Program of Noncollegiate Sponsored Instruction (PONSI), and the National Guide to Educational Credit for Training Programs of the American Council on Education. A student who submits official documentation attesting to the completion of a course(s) listed in one of these publications will be awarded appropriate elective credit by the dean of admissions or the Registrar. If the credit award involves course equivalent credit, approval of the appropriate divisional dean and department chair is required.

BCC students may earn course credit for Credit by Credential programs listed in the PLA Manual, available in the Enrollment Center, all division offices, and in the main office at the New Bedford Campus and the Attleboro Campus. Equivalent course credit(s) may be granted for Credit by Credential programs in fields such as computer technology and programming, manufacturing methods and processes, electronics, public speaking, income tax preparation, healthcare, management, fire fighting, and environmental technology. Contact the PLA Coordinator at x3063 for information.

The Police Career Incentive Pay Program (PCIPP), an Amendment to section 18L of chapter 41 of the Massachusetts General Laws, delegated to the Board of Higher Education (BHE) the authority to establish guidelines for programs pursued for police career incentive pay increases.

The BHE has subsequently adopted new standards which DO NOT allow for:

- Academic credit to be granted for life experience or military, police academy, or other training
- Academic credit for knowledge-based testing (CLEP, DANTES, etc.) to exceed 6 credit hours

Or

- CVTE

**Credit by Portfolio**

In order to obtain an award of Credit by Portfolio, students present a written portfolio documenting college-level competencies acquired through educational, vocational, or personal learning experiences.
Planning for Academic Success

Length of Program

Full-time students with appropriate high school credits can complete the requirements for an associate degree in two years. However, some students may need to make up deficiencies in certain areas. Others change their concentration or major or withdraw from one or more courses. Students who work may take fewer courses per semester. Any of these reasons may make it necessary for a student to spend more than four semesters at BCC. Courses may be taken in the summer for students who wish to shorten their time at BCC.

Placement Tests

All students entering a degree or certificate program are required by the Massachusetts Department of Higher Education to take assessment tests in order to ensure appropriate placement in classes. The tests assess students’ skill levels in reading, writing, and mathematics. The results of the assessment, in conjunction with academic background information, are used by College advisors to help students choose courses prior to registration. Should developmental work be necessary, you’ll receive help to select the courses you need.

- Writing

Satisfactory performance on the English placement test or in ENG 090, Basic Writing Skills, is necessary to enroll in ENG 101, College Writing. Those students whose scores indicate that they need additional work in writing will be placed in ENG 090.

- Reading

Students who perform below the required level on the reading skills test must successfully complete RDG 080, Fundamentals of Reading Development; and/or RDG 090, College Reading and Learning Strategies; before the end of their second semester.

- Mathematics

Students who perform below the required level on the arithmetic test must successfully complete the Arithmetic Competency, MTH 011, Foundations of Mathematics. Students who score below the required level on the elementary algebra test must successfully complete the Introductory Algebra Competency, MTH 021 and/or the Intermediate Algebra Competency, MTH 031, depending on their math background and academic program.

- English as a Second Language

Students who enter the College through the English as a Second Language program must complete appropriate placement tests administered by the director of placement testing upon completion of the ESL program. Those who perform below the required level on the assessment tests will be required to complete ENG 090 and/or RDG 090 as appropriate.

Course Load

A full-time course load is 12 credit hours or more a semester. Students on academic probation can register for no more than 13 credits. A load of five courses (15 to 17 credit hours) is considered to be the normal load, although in some programs more credits may be required in some semesters to complete the program within two years. Honor students (3.2 or higher average) may register for six courses (18-20 credit hours). Requests for exceptions may be made in writing to the Academic Standing Committee.

Plan for at least two to three hours of study for each class hour. A student carrying 15 credits, for example, should schedule 30 to 45 hours for study each week.

Final Examinations

Final examinations, including projects and other evaluation activities, are given during the week following the end of classes each semester. Final examinations can be made up only for compelling reasons, such as accidents or sickness, and with the permission of the instructor.

A physician’s certificate may be required if the reason is medical. A student who misses a final examination is responsible for contacting the instructor and arranging to take the exam during the scheduled make-up and conflict period or at another time. If the instructor is not available, the student should contact the appropriate divisional dean.

Registering for Courses

Students may register for classes at any time during the registration period. All students are to be registered in courses by the end of the first week of classes. No course changes will be permitted after that time, except with written approval of the faculty member concerned. Course change forms may be obtained in the Advisement Center or the Enrollment Center.

Directed Study

A directed study is an independent study or group study course, under the sponsorship of a faculty member, that meets the objectives of a regular course offering. If a required course or its equivalent is not available, directed
study permits a matriculated student to enroll in a course needed to graduate or to complete a prerequisite for another required course. The Academic Affairs office may also approve other requests based on special student and/or programmatic needs.

A directed study course requires the approval of the instructor, the appropriate divisional dean, and the associate vice president of Academic Affairs. Credit for a directed study course is equivalent to credit for a regular course offering. Approval forms are available via email by contacting enrollmentservices@bristolcc.edu from the student's BCC email account. Students with approved directed study forms must register through the Enrollment Center. Tuition based on the number of credits approved will be charged at that time.

Dropping a Course

Students are encouraged to meet with an advisor before making any changes to their schedule. Students who need to adjust their schedules may do so during the registration period and through the first week of classes. After the first week of classes, students cannot add a class without instructor authorization. Students may drop any course through the second week of classes without penalty. After the second week of classes, any student who drops a class with receive a "W" enrollment status. See Withdrawal Policy & Procedure (p. 467) in the Academic Information section of this catalog.

To receive a "W," students must withdraw before the tenth week of classes of a 14-week semester. Students may withdraw online in accessBCC, in person at any Enrollment Center, or via their college email to enrollmentservices@bristolcc.edu. Students should consult with the instructor or an advisor before withdrawing from a course. A grade of "F" will be assigned to any student who stops attending a course but does not officially withdraw.

Auditing a Course

A student may audit a single course for no credit with the consent of the instructor. A student may register for audit one week prior to the start of class through the Drop/Add period. No grade is given, but the notation of “L” is made on the permanent record. The cost to audit a course is one half of the total cost (tuition and fees) of the course taken for credit.

A student may repeat a course for credit the next semester after auditing a course. An audited class is not eligible for financial aid. Students may change from audit status to a credit status with approval of the instructor/department chair/divisional dean. Students would be responsible for the difference in cost from the audit status to the credit status.

Repeating a Course

Students may repeat a passed course once with permission of the Registrar or designee. Students may repeat a course that was failed or withdrawn until they pass, provided they can complete their program in 150% of the credits required to graduate. (See Academic Standing). The grade received on the most recent attempt of any repeated course replaces the previous grade(s) for grade point average calculation and graduation requirements, even if the most recent grade is lower than a previous grade. Students may use the petition process to request previous repeat grades be used for grade point average calculation and graduation requirements, or to request repeating a passed course that was not successfully completed (e.g. prerequisite or transfer grade is not high enough). All repeated courses remain on the student transcript. Students may repeat developmental courses as many times as it takes to pass or meet a prerequisite, but the total number of attempted developmental credits may not exceed 30. Students who wish to repeat clinical courses must apply for readmission to the program.

Impact of Course Load on Financial Aid

Students with financial assistance administered by the College may have their funds reduced or recalled if they withdraw of an instructor withdraws them from a course. Before withdrawing from any course, you should discuss it with your instructor and your advisor. Students experiencing difficulty with course material should also consider assessing tutoring and other academic support services on campus. Financial Aid Counselors are available to review your award should you have any questions regarding the impact of your enrollment reduction. For more information, see "Financial Aid & Foundation Scholarships," visit our website at www.bristolcc.edu/students/financialaid or call 508-678-2811, Ext. 2515 or visit the Financial Aid Office on your campus.

Planning for Transfer

In addition to your advisor, the Transfer Affairs Office provides transfer counseling to students who plan to continue their education at baccalaureate granting colleges, information, assistance with applications, and transcript reviews and consultations. Students may also attend transfer workshops designed to address the steps in the transfer process. For more information about transfer opportunities, visit our website at www.bristolcc.edu/transfer or call 508-678-2811, ext. 2234, or visit the Transfer Affairs Office on the Fall River Campus, Room G211.

Attendance

Attending every class meeting is important to your success in college. Guidelines for attendance are established by the
faculty within a department or program, with the approval
of the divisional dean.

Unless an announcement is made to the contrary, a class is
considered dismissed if the instructor does not appear
within fifteen minutes of the beginning of a class period.
Students who expect to be absent for an extended period
due to illness, accident, or other unavoidable problem
should notify the Vice President of Enrollment Services.

Students who attend a field trip should make arrangements
with their other course instructors to make up any
assignments missed on that day. Those who cannot attend
classes, take an exam, study, or fulfill class assignments on
a particular day because of their religious beliefs will be
given an opportunity to make up their work at the
convenience of the instructor. Students cannot be penalized
for taking advantage of this right.

Grading Policies

Grades

Letter grades (A, B, C, D, F, L, N, S, W) are typically
assigned. Pluses (+) and minuses (-) may be given at the
discretion of the instructor.

In the absence of a stated policy on grading in the course
syllabus, the following guidelines will be used to
determine the final course grade.

<table>
<thead>
<tr>
<th>Grade (±)</th>
<th>Plus</th>
<th>Minus (-)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>97-100</td>
<td>A=93-96</td>
</tr>
<tr>
<td>A</td>
<td>93-96</td>
<td>A-=90-92</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
<td>B=83-86</td>
</tr>
<tr>
<td>B</td>
<td>83-86</td>
<td>B-=80-82</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
<td>C=73-76</td>
</tr>
<tr>
<td>C</td>
<td>73-76</td>
<td>C-=70-72</td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
<td>D=63-66</td>
</tr>
<tr>
<td>D</td>
<td>63-66</td>
<td>D-=60-62</td>
</tr>
<tr>
<td>F</td>
<td>59</td>
<td></td>
</tr>
</tbody>
</table>

Note: Individual faculty, departments, and/or programs
may enact more strenuous policies as specified in the
course syllabus.

The grades shown below are assigned point values for the
purpose of calculating the Grade Point Average (G.P.A.).

<table>
<thead>
<tr>
<th>Grade</th>
<th>Plus</th>
<th>Minus (-)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>3.3</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2.3</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>1.3</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>--</td>
<td>0</td>
</tr>
</tbody>
</table>

Prior to the 1999-00, academic year differential point
values (as shown above) were not assigned to plus (+) or
minus (-) grades.

Point values assigned to grades prior to Fall 1999 were:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Superior 4.0</td>
</tr>
<tr>
<td>A</td>
<td>Above Average 3.0</td>
</tr>
<tr>
<td>A-</td>
<td>Average 2.0</td>
</tr>
<tr>
<td>B+</td>
<td>Below Average 1.0</td>
</tr>
<tr>
<td>B</td>
<td>Failure 0.0</td>
</tr>
<tr>
<td>B-</td>
<td>--</td>
</tr>
<tr>
<td>C+</td>
<td>--</td>
</tr>
<tr>
<td>C</td>
<td>--</td>
</tr>
<tr>
<td>C-</td>
<td>--</td>
</tr>
<tr>
<td>D+</td>
<td>--</td>
</tr>
<tr>
<td>D</td>
<td>--</td>
</tr>
<tr>
<td>D-</td>
<td>--</td>
</tr>
<tr>
<td>F</td>
<td>--</td>
</tr>
</tbody>
</table>

N Course Continuing --

The grade L (given for auditing a course) and S (given by
the Division of TRiO/SSS/QUEST Program Courses) carry
no points and are not figured into the grade point average.
Refer to the section on the following page,
“TRiO/SSS/QUEST Program grading policy,” for more
details on the S.

Refer to “Withdrawal Policy & Procedure” for the W
grade, and to “Auditing a course” for the L grade.

Mid-semester progress reports

Faculty report mid-semester grades for students in day
courses doing “C-” or less work at that time. Those
students may view their warning grades online and are
advised to see an advisor.

Incomplete course work

An Incomplete “I” grade is given to a student if work in a
class is unfinished because of illness, accident, or other
unavoidable absence, unless otherwise noted. An
incomplete grade may be assigned to a student who has
attended at least 75% of the semester.

An Instructor must submit a “Report of Incomplete Grade”
Form for each “I” grade assigned. The student must
arrange with the Instructor or Academic Divisional Dean
in the Instructor’s absence to make up the deficiency. The
arrangements should be made no later than the end of the
third week of the semester following the receipt of the
Incomplete.

To receive credit for the course, the student must complete
and turn in the missing work by the last day of class of the
semester which follows the semester in which the “I” was
received, unless other arrangements have been agreed upon
by the student and Instructor. This policy will be applied
regardless of whether the student is then enrolled at BCC.
If the work is not completed, the “I” grade will convert to the grade specified by the Instructor on the “Report of Incomplete Grade Form.” If no form has been submitted, the grade will be converted to an “F.”

**Grade Point Average**

Letter grades are assigned the point values discussed in the section above, “Grades.” The Grade Point Average (G.P.A.) is calculated as follows:

The grade points earned for each course are calculated by multiplying the point value of the grade (from “grades,” previous column) by the number of credits for the course. For example, a “B+” (point value = 3.3) earned in a 4-credit course in Fall ’99 or later earns 13.2 grade points (3.3 points x 4 credits).

The semester’s Grade Point Average (G.P.A.) is calculated by adding the grade points earned in all courses that semester and then dividing by the total credits involved in those course. See example below.

The cumulative G.P.A. is found by adding grade points so far earned in all courses and dividing by the total credits. Courses with grades of “I,” “L,” “S,” “U,” and “W” are not considered.

**Calculating your G.P.A.**

A student who receives these grades in 3 courses would calculate G.P.A. as follows:

<table>
<thead>
<tr>
<th>Credits</th>
<th>Grade</th>
<th>Point Value</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Course</td>
<td>4</td>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>2nd Course</td>
<td>3</td>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>3rd Course</td>
<td>3</td>
<td>W</td>
<td>0</td>
</tr>
</tbody>
</table>

To calculate the G.P.A. for the example given, add Grade Points earned (12 + 6) and divide by credits for the courses in which they were earned (4 + 3).

\[
\text{G.P.A.} = \frac{\text{Grade Points earned in all courses}}{\text{Total credits in those courses}} = \frac{18}{7} = 2.57
\]

**Dean’s List**

The Dean’s List recognizes students who achieve a semester G.P.A. of 3.2 or better with a load of 12 credits or more and no grade below “C.”

**Special grade requirements**

Students in Occupational Therapy Assistant, Nursing, Medical Assisting, Dental Hygiene, Early Childhood Education, Phlebotomy, Healthcare Information, Clinical Laboratory Science, Complementary Healthcare, and Office Administration career programs must meet the special grade requirements of their programs as described in the respective program description.

Students failing to meet these requirements in subject area courses are reviewed at the end of the semester by the program director and faculty teaching the courses. The program director will make recommendations to those students regarding their future course of study and give those recommendations to the vice president of Academic Affairs, the chair of the Academic Standing Committee, and the vice president of Enrollment Services.

**Division VI Access and Transition; QUEST Course Grading Policy**

To successfully complete a course in the TRiO/SSS/QUEST Program in CSS, English, ESL, Math and Reading sections, students must earn a grade of “C-” or better for the three-credit course.

Those who do not complete the QUEST or course in one semester and who maintain satisfactory progress can receive an “S” grade for the QUEST developmental course. The “S” grade does not apply toward a degree. Work must be completed by the end of the following semester.

Students who do not complete a QUEST course within one academic year (two semesters) receive a “F” for the course and do not receive credit refer to the Quest Program listing.

Developmental coursework will not be computed into the student’s cumulative G.P.A. The credits are also not included in the Student Completion Rate (S.C.R.). A student should meet with an advisor each semester, but especially before attempting to take the same developmental course more than twice.

A two letter grade designation will be used for developmental courses based on the following scale:

- AA=A+ = 4.0
- BA=B+ = 3.3
- BC=B- = 2.7
- CC=C = 2.0
- DC=D+ = 1.3
- DF=D- = 0.7

- AB=A- = 3.7
- BB=B = 3.0
- CB=C+ = 2.3
- CD=C- = 1.7
- DD=D = 1.0
- FF=F = 0.0

**Official grades**

Official grades are kept by the Registrar. No grade can be changed without the written approval of the course instructor.

**Academic Standing**

**Satisfactory Academic Progress**
The Satisfactory Academic Progress Policy (SAP) includes both a qualitative component, or Grade Point Average (GPA) and a quantitative component, or Student Completion Rate (SCR).

All matriculated students attending the College are expected to make satisfactory progress toward a degree or certificate. Students who do not maintain Satisfactory Academic Progress will be given one SAP Warning per degree program. There is no warning semester for certificate programs.

A student who does not maintain Satisfactory Academic Progress will be dismissed from that program or certificate. A student who does not maintain SAP cannot hold elected or appointed positions or receive financial aid.

Grade Point Average

The Satisfactory Academic Progress policy requires that a student maintain a minimum GPA based on the total number of attempted credits. Students are required to attain a 2.0 GPA for graduation.

<table>
<thead>
<tr>
<th>Total Credits Attempted*</th>
<th>Dismissal if GPA is Below**</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 or less</td>
<td>---</td>
</tr>
<tr>
<td>16 - 30</td>
<td>1.40</td>
</tr>
<tr>
<td>31 - 45</td>
<td>1.70</td>
</tr>
<tr>
<td>46 or more</td>
<td>1.80</td>
</tr>
</tbody>
</table>

*Credits for which the student is registered at the completion of the add/drop period

**No student will be dismissed as a result of poor first-semester academic progress, except certificate programs.

Student Completion Rate

The Satisfactory Academic Progress policy includes a Student Completion Rate that requires a student finish their academic program within 150% of the normal time frame as measured by credit hours. The SCR sets a credit attempt limit on each student, not a time limit. Students therefore have to maintain a pace or completion rate of about 67% success of their attempted credits. Transfer credits are included in the student's 150% credit attempts.

Students in certificate programs must maintain the same standard for SCR (successfully completing greater than 67% of the attempted credits). There is no warning period for certificate programs. Certificate students who do not maintain an adequate SCR will be dismissed from that program.

All students will have their Satisfactory Academic Progress (both GPA and SCR) reviewed every semester (fall, spring and summer). If a student changes his/her academic program, then the SCR will be recalculated with the change of program.

Calculating your SCR

If a program requires 60 credits, students must complete the program within 90 attempted credits. Students who reach a point where it is mathematically impossible for them to complete their program in 90 credits will be academically dismissed. For example, it becomes mathematically impossible for a student to complete a 60 credit program when they have NOT successfully completed 30 credits after 60 attempted credits.

Warning

Students in degree programs get one and Warning if they fall below SAP standards. Students do not have to appeal a Warning; however, if in the next semester the student is still falling below the minimum SAP, they are recommended for dismissal.

Full-time students will have a maximum of three years to complete their degree requirements. The time frame for part-time students will be prorated.

Students will be required to attain a minimum G.P.A. of 2.0 for graduation.

Dismissal Appeals Process

Within one week of the date of the dismissal letter, a dismissed student may appeal to the Academic Standing Committee and request a hearing for reinstatement. Dismissed students may appeal ONE TIME.

Students who appeal must provide the Academic Standing Committee with a written statement explaining the reasons why they should be reinstated. Appeals are heard in September, January, and June. The Committee will review each student's entire academic record and any documented special circumstances the student provides.

Their appeal must demonstrate:
1. What went wrong
2. What the student is doing differently for the next time, and why it won’t happen again
3. A written education plan – signed by the Committee and the student
   If a hearing is not requested within one week of the date of dismissal, it is concluded that the student has accepted the dismissal standing.

Reinstatement

If the student completes the appeal process and the appeal has been approved, they may be reinstated to Probation status one time to that academic program. The student will remain in Probation status until the student meets Satisfactory Academic Progress.

Dismissed Students
Students who do not request an appeal hearing or whose appeal is denied by the Academic Standing Committee may take classes only as non-degree students. Non-degree students are not eligible for financial aid. These students may apply for admission to a different College program. Students wishing to apply for readmission to the College must do so through the Admissions office.

Readmittance to the College

A student who has withdrawn and desires to reenter the College must reapply to the Admissions office. Readmittance to a program is not guaranteed.

Withdrawal Policy & Procedures

Students are encouraged to meet with an advisor before making any changes to their schedule. Those who wish to withdraw from Culinary Arts, Quest or selective Health Science Programs (i.e. Clinical Laboratory Science, Dental Hygiene, Health Information Management, Medical Assisting, Nursing, Occupational Therapy Assistant, or Phlebotomy) should speak with the department chair or coordinator of their program. A student withdrawing from all classes must complete a College Withdrawal Form and are encouraged to meet with the program coordinator or an academic advisor. Withdrawal requests are not processed retroactively.

Withdrawing from a credit course before or during the second week of the semester will result in the course being drop/deleted from the academic record. After the second week, a “W” enrollment status will be assigned. If a student officially withdraws from the College prior to the beginning of classes or during the first two weeks of classes, the student will receive a 100 percent refund less the nonrefundable student support fee. If a student officially withdraws from the College during the third week of classes, the student will receive a 50 percent refund less the student support fee. If a student officially withdraws after the third week of classes, there will be no tuition or college fee refunds. See Refund Policies in the Tuition and Fees (p. 446) section of this catalog for further details.

Students are responsible for withdrawing officially if they stop attending any or all classes. A grade of “F” will be assigned to any student who stops attending a course but does not officially withdraw. Withdrawals are accepted until the tenth week of classes of a 14-week semester or an equivalent amount of class time for shorter duration courses (refer to the Academic Calendar (p. 442) for student-generated withdrawal dates). Students may withdraw online in accessBCC, in person at any Enrollment Center, or via their college email to enrollmentservices@bristolcc.edu. Email requests must come from the student’s BCC college email address and must include the student’s name, BCC student ID number, and course information (CRN and/or course and section number). Email from non-college accounts will not be accepted. Students forced to withdraw due to extreme hardship after the withdrawal date may contact Enrollment Service to request a change in enrollment status.

Withdrawals affect Satisfactory Academic Progress and can place the student at risk for academic probation or dismissal; See Academic Standing (p. 465) in the Academic Information section of this catalog for further details. Students who use financial aid and who subsequently withdraw may be required to return some or all funds received. Failure to comply may result in ineligibility to receive future financial assistance at any institution, referral to collections agencies, and interception of income tax refunds. Students with questions should contact Enrollment Services via any of the methods mentioned above or at 774-357-2590.

Academic Forgiveness

Academic Forgiveness provides a second chance to students who had an unsuccessful start in an academic degree, certificate, or program. It provides an opportunity for students who have demonstrated academic success in at least 12 credits during one semester or more to have grades removed from their Grade Point Average while retaining credit for grades of C- or better.

A student may request Academic Forgiveness one time under the academic performance option or one time under the change of program option.

In order to be eligible for Academic Forgiveness, the student must be matriculated into a program, have completed at least one semester, and earned at least 12 credits with a G.P.A. of 2.5 or better, met the requirements for either of the following options, and must be seeking his/her first certificate or degree from Bristol Community College.

Past Academic Performance:

- A student must have been absent with no recorded grades at Bristol for a minimum of three years. A student must be seeking his/her first certificate or degree from Bristol Community College.
- Courses taken before the three-year absence will count toward the degree or certificate if applicable in the student’s program and if the grade earned was C- or better. These credits are subject to the maximum number allowed for transfer credits.
- Courses taken before the three-year absence for which a student received a grade lower than C- will not count toward the certificate or degree.
- Grades for courses taken before the three-year absence are still listed on the transcript but are excluded from the calculation of the student’s cumulative grade point
average (G.P.A.) but not student completion rate (S.C.R.).

Change of Program

- Courses taken before the change of program will count toward the degree or certificate if applicable in the student’s program and if the grade earned was C- or better. These credits are subject to the maximum number allowed for transfer credits.
- Courses taken before change of program for which a student received a grade lower than C- will not count toward the certificate or degree.
- Grades for courses taken before change of program are still listed on the transcript but are excluded from the calculation of the student’s cumulative grade point average (G.P.A.) but not student completion rate (S.C.R.).

Graduation

To be eligible for the Associate in Arts degree (A.A.), the Associate in Science degree (A.S.), or Associate in Applied Science degree (A.A.S.), students are recommended by the faculty if they:

- Complete at least 60 credits (excluding developmental courses) of passing work.
- Fulfill course requirements established in the selected program of study.
- Earn a G.P.A. of at least 2.0 in work taken at the College applicable to their program.
- Complete at least 25 percent of the semester hours applicable to their program at the College.
- Students may transfer back up to 45 credits with approval of the pertinent academic program/department in order to complete a degree, the Continuous Enrollment Policy notwithstanding.

Valedictorian

Each year, the College confers the honor of Valedictorian for one graduating student who demonstrates academic and service excellence. S/he gives the Valedictory address at the Commencement ceremony and is a member of the Commencement Platform Party. Students who will graduate with the highest grade point averages among all graduating students will be notified and invited to apply for the honor during the spring semester. Those who are interested in applying will be asked to submit an essay and a list of College activities and services. These submissions and the candidate's academic record at Bristol Community College are used to select finalists for consideration.

Graduation honors

Associate degree students who maintain a cumulative G.P.A. of 3.2 to 3.49 will graduate “Cum Laude,” a G.P.A. of 3.5 to 3.79 “Magna Cum Laude,” and a G.P.A. of 3.8 or higher “Summa Cum Laude.” “Cum Laude” designations at graduation are based on academic performance through the Fall semester prior to the June graduation ceremony. Final “Cum Laude” designations include all coursework and are printed on the student’s official College transcript.

Graduation as a Commonwealth Honors Scholar

Students who successfully complete the Commonwealth Honors Program will be designated a “Commonwealth Honors Scholar” at graduation and will be recognized by the president at Commencement. Students will be distinguished by the wearing of the gold honors cord. “Commonwealth Honors Scholar” will be printed on the student’s transcript.

Community Service Leaders

Students who participate in service-learning or community service, attend leadership training, plan a community service project that meets a real need in the community, and recruit, help train, mentor, and supervise peers performing service for the project are designated as Community Service Leaders. They wear a red cord and are publicly recognized at Commencement.

Academic Achievement Awards

Students who maintain a cumulative G.P.A. of 4.0 will receive an Academic Achievement Award when all program requirements are met.

Phi Theta Kappa Honor Society

Phi Theta Kappa is the national honor society of American community and junior colleges. BCC’s chapter is known as Beta Eta Phi. The purpose of this society is to recognize and encourage scholarship among community college students. Candidates are selected in the fall and spring of each academic year. They must be currently enrolled in a degree program at the College and have accumulated 24 or more BCC credits with a 3.5 or better cumulative average. Membership qualifies students to apply for special scholarships at many four-year institutions.

These area colleges and universities offer PTK scholarships to transfer students:

- Boston University
- Bryant University
- Clark University
- Endicott College
- Harvard University
- Extension School
- Johnson & Wales University
- Mount Holyoke College
- Mount Ida College
- Northeastern University
- Regis College
- Roger Williams University
- Smith College
Graduation requirements for Commonwealth Honors Scholars

To graduate with an associate degree as a Commonwealth Honors Scholar, a student must:

- Meet all requirements for an associate degree in major/program.
- Earn a minimum 3.5 cumulative G.P.A. while at BCC.
- Earn a minimum of 30 credits completed at BCC.
- Participate in a minimum of four honors experiences (10 honors credits), with a grade of at least “B.” These honors experiences could either be honors courses or honors component courses. At least two of these honors experiences (6 honors credits) must be taken at BCC.

In the honors credits, a student must:

- Take at least one interdisciplinary honors course (3 credits), for honors-level students only.
- Take a minimum of one writing-intensive honors experience (3 credits).
- Complete an honors project (or possibly a thesis), directed by a faculty member, involving independent research.
- This one-credit culminating experience could grow from one of the three honors experiences, but it does not have to follow that path. Students may be required to present their projects as part of an honors day seminar.
- Earning credit outside the classroom

Student Academic Rights, Responsibilities, and Policies

All BCC students are expected to conduct themselves as mature college students seriously interested in obtaining the best possible education. This includes observing the College’s academic rules and regulations, respecting the rights of others, and practicing academic integrity. In return, the College seeks to provide an environment where the freedom to learn and interact can be nurtured and encouraged. To do that, the College respects and defends the rights of free speech and assembly and will protect such rights for all its members.

Requesting a Waiver of an Academic Requirement

Matriculated students (those enrolled in a degree or certificate program) have the right to petition for waivers to the academic requirements of their program. This right, however, does not mean automatic approval of the waiver. To appeal a requirement, a “Petition for Waiver of Academic Requirement” form must be completed, including an unofficial transcript (obtained at the Enrollment Center or printed from the Banner Management Information System) and approval signatures from the following people: the student, an advisor or counselor, the student’s Program Coordinator, the Department Chair of the course for which the waiver is requested, and the Associate Vice President of Academic Affairs or their designee. Replies can be expected within approximately 45 days. Petitions should be submitted by April 1 to guarantee action by the end of the academic year. Petition forms may be obtained from the Advisement/Counseling Center. For additional information, please contact Academic Advising, 774.357.3044 or Academic Affairs, 774.357.2185.

Academic Integrity

Academic integrity is the keystone of teaching, learning, and assessment. Bristol Community College is committed to promoting and supporting this ideal. In fact, it is fundamental to our mission. All students, faculty, staff, and administrators are expected to maintain a high standard of academic honesty and integrity.

College students must assume responsibility for maintaining academic integrity in their work and in the work of others. Students, as colleagues in learning, have a responsibility to document their own work and to report other incidents of academic dishonesty or negligence.

Faculty and staff cooperation is necessary to ensure academic integrity, and they should serve as a model for their students. Syllabi should include their expectations and the college policy, course materials should be cited, and incidents of academic dishonesty should be addressed and reported in a timely fashion.

The administrators at Bristol Community College also share in demonstrating and ensuring academic honesty and integrity. While recognizing that academic freedom is a fundamental right of higher education, it must be supported by academic integrity and honesty. For that reason, the College will not tolerate academic dishonesty or negligence and has established policies and procedures to ensure academic honesty and integrity is maintained and supported.

Academic Dishonesty

A college community must be established on a foundation of truth and academic integrity. Bristol Community College has an obligation not only to promote these high
standards of academic honesty, but also to address academic dishonesty. Academic dishonesty is demonstrated by cheating, plagiarism, and facilitating academic dishonesty.

Cheating – Includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or (3) the acquisition, without permission, of tests or other academic material belonging to a member of the College faculty or staff.

Cheating shall also include the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials, taking credit for work done by another person or doing work for which another person will receive credit, and copying or purchasing other’s work or arranging for others to do work under a false name. (Student Handbook)

Plagiarism

Includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. This would also include material that is obtained from the computer. (Student Handbook)

Facilitating Academic Dishonesty

Students who allow their work to be used by other students or who otherwise aid others in academic dishonesty are violating academic integrity.

Evaluation and Reporting

When faculty members have reason to believe and evidence to document that a student is being academically dishonest, the faculty members may handle the matter at the course level. You may also want to discuss the issue with your department chair and/or division dean.

If the faculty member wants to document and report an incident of academic dishonesty, the faculty member is responsible to take the following steps:

• Consult with the department chair and/or divisional dean.

• Arrange for a meeting with the student to advise the student of the allegations, to present the evidence, and to make the student aware of the consequences.

• Allow the student to present evidence of innocence, explain extenuating circumstances, and/or provide relevant information.

• Report the incident to your divisional dean using the Academic Dishonesty Report.

• The dean will send a copy of the report to the vice president for Academic Affairs who will keep it on file until the student graduates. A copy of the report and a letter explaining the due process procedures will be sent to the student.

Academic Penalties

If the faculty member determines that the student did commit an act of academic dishonesty, the faculty member has the authority to impose any of the following:

• Warning

• Failing grade in the exam, paper, or other assessment. A grade of zero is recommended.

• Revision of work

• Reduction in grade

• Withdrawal from course

• Failing grade in course

Due Process

The above action does not negate the student’s right to due process in accordance with the Grade Appeals section of the Student Grievance Procedure as outlined in the Student Handbook and academic calendar. A withdrawal from class is subject to the terms of the Student Code of Conduct.

Academic Negligence

Academic Negligence is demonstrated by failure to do assigned work or by not adhering to a stated attendance policy. A student guilty of academic negligence may be assigned a failing grade by the faculty member.

Classroom Conduct

Disruptive or distracting classroom behavior is a violation of the College’s student Code of Conduct. A faculty member has the right to remove a disruptive student from class, pending a review of the situation by the vice president of Enrollment Services. Any faculty member may, at any time, refer a student to the vice president of Enrollment Services if the student is in violation of the Code of Conduct. The vice president of Enrollment Services may impose disciplinary sanctions against the offending student consistent with the rules and regulations of the Code of Conduct. Please refer to the Code of Conduct section in the Student Handbook for additional information.
Disciplinary Action

The College may take disciplinary action ranging from a warning to suspension or expulsion from the College if a student is determined to have violated College rules and regulations. Refer to the “Disciplinary Sanctions” section of the Student Handbook.

Underage Student Policy

Academic Policy on Underage Students Without a High School Diploma

Students under 16 years of age at the time of registration may take credit courses at Bristol Community College. The purpose of this policy is to support underage students and ensure their success.

Requirements

An underage prospective student must:

• Complete the Underage Request to Enroll Application, available through the Enrollment Center, attach all necessary documentation, and obtain the signature of a parent/guardian.

• Submit the completed application to the Academic Vice president or his/her designee.

• Meet each semester with the designated Advisor of Underage Students who will interview, advise, and monitor the academic progress of students.

Additional Recommendations

The College strongly recommends the following guidelines. To ensure the most positive and successful experience at BCC, students should:

• Be 12 years of age or older.

• Complete placement testing to ensure appropriate placement in courses.

• Contact the Tutoring and Academic Support Center for assistance if enrolled in developmental classes as a result of placement testing.

Ordinarily, attend class by him/herself.

Faculty members (or the department chair in a faculty member’s absence) will be notified of any underage student who has registered for their class and have the right to express concern if they feel course content may not be appropriate for the student. This concern must be communicated in writing to the vice president of Academic Affairs. If the vice president determines that the reasons given constitute a compelling factor to limit (with specific parameters) or deny enrollment of the student in the course by the College, that decision will be communicated to the faculty member and the student. Faculty will also be requested to complete and submit a mid-semester and end-of-semester grade check to the designated Advisor of Underage Students.

The College reserves the right to limit or deny enrollment of a student in a course or program based on its case-by-case consideration of a variety of factors, including but not limited to the student’s maturity, life experience, placement test scores, and prior education, or the course content, instructional methodology, and risks associated with a particular course or program. Appeals of the College’s decisions should be submitted to the vice president of Academic Affairs.

Students with disabilities are encouraged to contact the Office of Disability Services (ODS) early in the registration process. The ODS will clarify the rights and responsibilities of the student, his/her parent or guardian, and the College. (See “Office of Disability Services” in the college catalog.)

Note: For more information, students should contact the Office of Admissions, by accessing the College’s website BristolCC.edu, sending an email to admissions@BristolCC.edu, or calling 508.678.2811, ext. 2516.

Home Schooling Policy

All home-schooled students without a high school diploma or state-approved high school equivalency credential are eligible to apply for admission to a degree or certificate program provided they have successfully completed an approved home-school program in accordance with Massachusetts General Laws or the laws of their home state. If a home-schooled student has not completed an approved home-school program, the student will not be eligible to enroll in a degree or certificate program until he/she has earned a state-approved high school equivalency credential.

So that the College may determine whether a student has participated in an approved home-school program, the student shall submit, with the application for admission, evidence that the home-school program was approved by the student’s school district’s superintendent or school committee. Additionally, if the home-schooled student is under the age of compulsory attendance, which is sixteen (16) years old in Massachusetts, a letter from the student’s school district’s superintendent or school committee is required stating that the student is not considered truant and would not be required to attend further schooling or continue to be home-schooled if the student has completed his/her home school program before the age of sixteen (16).

The College reserves the right to limit or deny enrollment of a student under the age of sixteen (16) in a course or program based on its case-by-case consideration of a variety of factors, including but not limited to the student’s maturity, life experience, placement test scores, prior education, course content, instructional methodology, and risks associated with a particular course or program.
Catalog of Record & Continuous Enrollment Policy

The catalog year for a student’s program (General Education and major curriculum) is the catalog year in effect at the time of matriculation to a degree program or certificate. Matriculation is when a student has been admitted and begins taking classes. Students normally are entitled to graduate under the degree or certificate provisions of the catalog in effect at the time of their enrollment or the catalog in effect at the time of graduation.

Students who change their majors after their initial enrollment have the option of following the major degree program outlined in the catalog in effect at the time of the change of major or the catalog in effect at the time of graduation.

Except for competitive admissions programs, matriculated and registered students in good standing will be allowed to retain their program of study throughout three consecutive semesters (including fall, spring, and summer semesters) with no academic progress. Subsequently, the students will be moved to non-degree status unless they make academic progress by registering and completing at least one course with a grade of D- or higher. Students in competitive admissions programs Complementary Healthcare, Dental Hygiene, Clinical Laboratory Science, Culinary Arts, Health Information Management, Medical Assisting, Nursing, Occupational Therapy Assistant, and Phlebotomy must reapply after a break in fall or spring semester attendance. Readmission to these programs will be subject to space availability and the specific readmission policies of the individual programs.

International students are cautioned that USCIS (U.S. Customs and Immigration Services) policies regarding nonenrollment supersede College policies. For information about this policy, contact the Registrar.

Active Duty Military Leave Policy

Bristol Community College will allow military personnel called to active duty (not to include National Guard or Reservist training) to withdraw from their courses without academic or financial penalty. Written or verbal notice of departure must be given to the Office of the Registrar or the Office of the Vice President of Students; however, a copy of the order to active service must be provided to either office noted above within three months of release from active service. Readmission to the matriculated program of study at the point of departure is guaranteed, provided the student returns within two semester of discharge from active duty. To maintain eligibility for all other benefits, the cumulative length of absences cannot exceed five years.

Accreditation, Student Information, and Legal Statements

Notice of College Regulations

The regulations and policies listed throughout this catalog and in other official statements of the College are binding on all students. The College reserves the right to withdraw, modify, or add to the courses offered or to change the order or content of courses in any curriculum. Any changes made shall be applicable to all students in the College, including former students who reenroll. Proper notification will be made of any changes through official channels and/or notices posted on the bulletin boards.

College Accreditation

Bristol Community College is accredited by the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc. Accreditation of an institution of higher education by Commission indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied though 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:
Commission on Institutions of Higher Education
New England Association of Schools and Colleges
3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514
(781) 425 7785
E-Mail: cihe@neasc.org

Release of Student Information

Bristol Community College designates the following categories of student information as public or “Directory Information.” Such information may be disclosed by the institution for any purpose, at its discretion.

Category I

Name, address, telephone number, dates of attendance, class
Category II
Previous institutions attended, major field of study, awards, honors, degree(s) conferred (including dates).

Category III
Past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), date and place of birth.

Currently enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974, as amended. To withhold disclosure, students must submit written notification to the Registrar’s Office prior to the tenth day in a given semester. Forms requesting the withholding of “Directory Information” are available in the Enrollment Center.

Bristol Community College assumes that failure on the part of any student to specifically request the withholding of categories on “Directory Information” indicates individual approval for disclosure.

The Department of Defense identifies the following information as student recruiting information: student names, addresses, and telephone listings; and if known, students’ ages, levels of education, and majors. If a student chooses not to exercise his/her right to refuse to permit the College to disclose the student’s record information, the College will release upon request to the Department of Defense, or an agency thereof, that student information which the Department of Defense has designated as student recruiting information. When student information is released pursuant to a Department of Defense request, notice of the request and the release of student information will be posted in a conspicuous location in the Registrar’s office for the period of one academic year.

Student Record Disclosure
Students may consent to full disclosure of academic and financial information to another person or agency. In doing so the student authorizes the institution to release information to an individual identified by the student in writing. Students must submit a Student Record Disclosure Form to the office of the Registrar. Forms are available in the Enrollment Center located in the Commonwealth College Center, or the Attleboro and New Bedford campuses.

Student Right-to-Know and Campus Security Act
Information and statistics regarding incidence of crime on campus are updated regularly in accordance with the law. Information is available upon request in the Campus Security office and published each year in the Safety, Security, and Crime Prevention Handbook.

Student Rights
eLearning courses offer students the opportunity to customize their learning experience to match their educational goals, learning style, and scheduling constraints. In general, the successful eLearning student is self-motivated and self-disciplined, is able to communicate effectively through writing, and understands that eLearning courses are just as academically rigorous as traditional courses.

Bristol Community College offers three types of eLearning courses:

- **Web** courses do not physically meet on campus at any time during the semester. All course work is completed 100% online. Instruction and interaction occur through the online course environment and may include communication via email, chat, discussion board posts or blogging.

- **Hybrid** (or Blended) courses are a combination of online and face-to-face instruction. Students should expect to spend 50% or more of their time completing their coursework in the online environment. Students have regular face-to-face interaction with an instructor and their classmates throughout the semester. They also interact virtually in the online classroom through the use of email, discussion board postings, assignments, and online quizzes and tests.

- **Student Option Enrollment** courses allow students to take the course as a traditional lecture course, 100% online or as a hybrid course (student creates combination of lecture and Web based instruction in consultation with the instructor). Attendance at the first class meeting is highly encouraged for those students unfamiliar with student option or eLearning.

Prior to enrolling in an online course or program, students should review BCC's eLearning Policies and Procedures.

For questions regarding program availability and course selection, please contact eLearning.

Students interested in enrolling in an online degree or certificate program follow the same admissions process students who wish to complete their degree in a face-to-face format.

It is highly recommended that students speak with an academic advisor about their education and career goals prior to matriculating into a program.

ELEARNING
PRECOLLEGE

MCAS Academy
Christine Lapointe, Coordinator
508.678.2811, ext. 2558

Bristol Career/Vocational Technical Education (CVTE) Consortium (Formerly known as Tech Prep)
BristolCC.edu/Academics/techprep
Amanda Donovan, Director
508.678.2811, ext. 2339

College Access Challenge Grant (CACG)
Sarah Morrell, Director
508.678.2811, ext. 2324

Pre-College TRiO Programs:

TRiO/Educational Talent Search
Sarah Morrell, Director 508.678.2811 ext. 2324

TRiO/Upward Bound
Sarah Morrell, Director 508.678.2811 ext. 2324
BristolCC.edu/Community_Education/upward_bound/

Dual Enrollment
Maggie O'Brien 508.678.2811, ext. 2405 or Sarah Morrell ext. 2324
BristolCC.edu/Academics/dualenrollment/

Gateway to College
Erik Baumann, Director 508.678.2811 ext. 2557
BristolCC.edu/Community_Education/gateway/

MCAS Academy
At BCC, MCAS means My Choice for Academic Success. The MCAS Academy provides intensive one-to-one and small group instruction in Mathematics, English Language Arts and Biology for individuals who haven’t yet passed the MCAS exams. In addition, the MCAS Academy offers assistance with the college transition process and a free credit course in career exploration and development. Instruction is offered at the Fall River Campus in a convenient evening schedule year-round. Many MCAS Academy graduates are now attending BCC.

Bristol Career/Vocational Technical Education (CVTE) Consortium (Formerly known as Tech Prep)
The Bristol CVTE Consortium is a partnership between Bristol Community College and 11 local school districts who work together to ensure students are college and career ready. The goal of the Consortium is to help students align high school studies with the career and technical programs at BCC. Eligible high school students in CVTE programs can take advantage of free college courses, early college placement testing, various Career Days, and other program activities. Contact the Bristol CVTE Consortium office for more information.

College Access Challenge Grant (CACG)
The College Access Challenge Grant (CACG) Program is a Federally funded formula grant designed to foster partnerships among federal, state and local entities, to significantly increase the number of under represented students who enter and remain in postsecondary education. CACG concentrates its efforts on three broad areas:

* Increase the academic preparation so students can enter the college of their choice with a specific concentration on serving disadvantaged and under represented students.

* Increase college access by enhancing students' and families’ knowledge of college options and financial aid, especially need based federal and state aid.

* Increasing the persistence of students in college by providing them with education and support at key transition points, particularly prior to college entry and between first and second year of college.

TRiO Educational Talent Search Program
The Educational Talent Search Program serves more than 500 students in Fall River middle and high schools, including Durfee High School, and Kuss, Morton and Talbot Middle Schools. Students are prepared for successful college careers with academic year services in the schools, and at the College. Workshops and presentations on college awareness, financial aid and scholarship availability, career exploration, and college entrance test preparation are provided at least monthly to all students, as well as regular field trips to area colleges and cultural events. Qualified students who are the first generation in their families to plan to go on to higher education or are from low-income households and attending one of the target schools can apply by contacting their school guidance offices or the program directly.

TRiO Upward Bound Program
The Upward Bound Program serves 77 public high school students from Fall River. Year-round intensive academic services are provided to help eligible first-generation, low-income youth prepare for successful college entrance and persistence. The program includes a six-week summer intensive academic residential academy, monthly Saturday classes at BCC, and weekly meetings that include academic instruction, one-on-one tutoring, study skills, MCAS, SAT, and other college entrance test preparation workshops. Students also participate in field trips to museums, theatre and cultural events, college tours, leadership training, and volunteer service activities. More than 90 percent of Upward Bound participants have gone on to earn higher education degrees.

**Dual Enrollment**

Bristol Community College’s Commonwealth Dual Enrollment Program provides an opportunity for eligible high school students to enroll at Bristol Community College as nondegree students and have the courses be recognized toward degree completion at both the College and the student’s high school.

Students may enroll at BCC for as little as one course on a part-time basis or for as much as a full-time course load of 12 to 15 credits. Some students have been granted release time from their high schools in order to attend their BCC classes during their regular high school hours, while other students take all of their classes at the College. Students may also enroll in afternoon, evening, weekend, and online classes.

A minimum high school GPA of 3.0 on a 4.0 scale and an official high school transcript are required. BCC also requires that the students and parent or guardian complete a Dual Enrollment application form which must be signed by the high school guidance counselor. Students who are under the age of 16 need BCC permission to take college classes and must comply with the College’s underage policies and procedures.

**Gateway to College**

The Gateway to College program offers students a second chance to earn their high school diploma and experience success at Bristol Community College. Gateway to College students take all of their courses at BCC and receive dual credit (high school and college credits). Students first participate in a Foundation Semester and then transition into a traditional college schedule. Upon completion of the program, students receive a high school diploma and significant college credits. Foundation Semester courses may include: ENG 091, MTH 001, HST 111, and CSS 101.

To be eligible for the program, students must: be between 16-21 years of age, have left high school or be on the verge of leaving without a diploma, be significantly behind on high school credits, read at an 8th grade level or higher (as determined by placement test), live in a qualifying school district and be committed to educational success.

To maintain enrollment in the Gateway to College Program, students are required to adhere to all BCC and Gateway to College policies and maintain a grade of "C" or better in all courses. Daily attendance is mandatory. Currently, Gateway to College is based on the BCC Fall River campuses.
NEW BEDFORD CAMPUS

Anthony Ucci, Acting Dean
Meghan Abella-Bowen, Associate Dean
774.357.4008
http://bristolcc.edu/newbedford

Located in the heart of downtown, BCC New Bedford offers a wide range of programs and state-of-the-art facilities in a unique, vibrant, waterfront setting.

The New Bedford Campus is housed in two buildings: 800 Purchase Street and 188 Union Street. Just a block apart from each other, these two locations provide students with full access to tutoring labs, support services, a library, bookstore, cyber café, modern labs, and state-of-the-art educational tools.

Student-centered supports on Campus

- Costa Learning Commons
- Academic Support Services
- Free Tutoring
- Writing Center
- Health Science laboratories
  - Nursing Lab
  - Occupational Therapy Assistant Lab
  - Pharmacy Technician Lab
  - Phlebotomy Lab
- Library services
- Technical support
- Full-Service Enrollment Center
  - Admissions
  - Advising - Academic, Career, and Transfer
  - Financial Aid
  - Records (note: no official transcripts available on demand in New Bedford)
  - Registration
  - Student Accounts

For a full list of programs offered at the BCC New Bedford Campus, please visit New Bedford Campus Programs

admissions@bristolcc.edu
Tel. 774-357-2947

eHealthCareers at Bristol Community College’s New Bedford Campus is a flexible healthcare education option designed to prepare graduates for entry into the growing healthcare field. It combines face-to-face and online instruction with traditional laboratory and clinical instruction. Students have access to first-rate support and services, such as online tutorial and mentoring programs, and access to facilities and technology representative of current practice.

Many Bristol students constantly juggle the demands of work, home, and family obligations while taking college courses. Bristol eHealthCareers provides students the opportunity to earn an associate's degree or certificate in healthcare programs through hybrid curriculum models. These options provide flexibility in balancing life's other demands.

Bristol eHealthCareers is located at 800 Purchase Street in historic downtown New Bedford. Bristol's highly dedicated staff and faculty members provide students with direct and online support to ensure success, while delivering cutting-edge curricula that prepares graduates for the healthcare industry of today and the future.

eHealthCareers offers support and resources to help you succeed. An enrollment advisor will guide you from start to finish, helping you choose the right program, and in applying for financial aid. Whether you’re currently employed, underemployed or seeking employment, the program provides workforce readiness and skill building to help you develop your career.

How to Apply

All information on how to apply can be found at BristolCC.edu/apply

The Occupational Therapy Assistant Program (eHealth Program Option) is accredited by the American Council for Occupational Therapy Education (ACOTE).

Approved by the Massachusetts Board of Registration in Nursing, 239 Causeway St., Suite 500, 5th Floor, Boston, MA 02114. The Nursing program is fully accredited by the Accreditation Commission for Education in Nursing, Inc., 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; 404-975-5000.

eHealthCareers
Lynne Brodeur, Dean of Health Sciences
Reclaimed from an empty, old industry space and turned into a bright, modern, state-of-the-art facility, the BCC Attleboro Campus offers full-service access to area students.

When not attending courses, students can unwind in the reading lounge and cafeteria. The reading lounge offers a calm, quiet, studying atmosphere while the multicultural cafeteria space allows ample room for projects, relaxing, or dining.

BCC Attleboro offers day and evening classes with transportation available to and from the Campus by GATRA.

**Student-centered supports on Campus**

- Academic Support Services
- Computer labs
- Academic Advising
- Admissions and Financial Aid assistance
- Placement testing
- Student lounge
- Cafeteria
- Auditorium
- Counseling
- Disability Services
- Learning Commons
- Library
- Bookstore
- Technical Support
- Science Labs

For a full list of programs offered at the Attleboro Campus, please visit:

Programs of Study (p. 7)
TAUNTON CENTER

Bob Rezendes, Dean
Tel. 774-357-3457

This BCC location offers day and evening classes. The newly reimagined 26,000 gross-square-foot space is located in the Silver City Galleria mall, 2 Galleria Mall Dr., right below the movie theater. There is ample parking onsite. The site includes 4 computer labs, 12 classrooms, a high-tech biology and chemistry lab, a nursing assistant lab, and a casino simulation lab. The Center also includes Wi-Fi internet access. Check the listing of Programs of Study for those offered in their entirety at the Taunton Center.

Student-centered supports on Campus

- Part-time Academic Support Services
- Computer labs
- Advising
- Admissions and Financial Aid assistance
- Placement testing
- Student lounge Areas
- Library
- Learning Commons.
WORKFORCE DEVELOPMENT

The Center for Workforce and Community Education
Call 508.678.2811, ext. 2154/2527
Workforce Development Programs
Corporate Services-Customized Training
Green Center Programs
Kid's College
Personal Enrichment Courses
BristolCC.edu/thecenter

Center for Adult Basic Education & Workplace Literacy
Call 508.678.2811, ext. 2270
Adult Basic Education
English for Speakers of Other Languages
Volunteer Support
Workplace Literacy
Dislocated Workers Program

Professional Development
SABES Regional Support Center
Call 508.678.2811, ext. 2278

Workforce Development
BCC’s Center for Workforce and Community Education is a comprehensive corporate service and community education resource.

Education Resources
The staff specializes in designing customized programs to meet specific training needs of area employers and provides expert consultant and technical assistance. The Center also offers courses in leadership skills, small business management, entrepreneurship, supervision, personal development, and communication skills. Training can be delivered at the employer’s location or at any Bristol Community College location at The Center.

Corporate Services
Offers customized needs assessment and training for individual companies. We also provide consulting services, grant writing assistance, partnership development, professional development workshops, and customized seminars.

Noncredit Courses
Professional Development courses consist of noncredit courses and workshops which carry continuing education units (CEUs) and are offered online or face-to-face. Certificate programs are continuously updated.

The Center offers personal enrichment courses: topics in a variety of online or face-to-face.

Online courses allow you to learn at home or in the office 24 hours a day, seven days a week. You can take courses according to your own schedule and receive input instantly. Online classes eliminate extra cost and allow you to work at your own pace.

Kids College
This summer program for children from Kindergarten through grade 12 allows children to explore new interests and to reinforce existing skills in an atmosphere that fosters creativity and fun. Classes are offered in week-long tracks for six weeks. For more information, visit BristolCC.edu/kidscollege

Center for Adult Basic Education & Workplace Literacy
For more than 35 years, BCC has offered Adult Basic Education instruction. Specialized services include remediation in reading, writing, mathematics, language instruction in English for Speakers of Other Languages, and High School Equivalency Test preparation.

Adult Basic Education Programs
The English for Speakers of Other Languages (ESOL) Program assists individuals whose first language is not English. Three levels of instruction are available both in the morning and evening. Contact 508.678.2811, ext. 2270 in Fall River, ext. 3533 in Attleboro, ext. 4000 in New Bedford, or 508-977-9565 in Taunton.

Adult Basic Education provides instruction for adults interested in upgrading their reading, writing, and/or mathematical skills. High School Equivalency Test preparation classes are also available. Adult secondary education classes are available day and evening. Students receive academic advisement and assessment services to determine the curriculum that will best meet their needs. BCC operates satellite locations in Attleboro, Fall River, New Bedford and Taunton. Contact 508.678.2811, ext. 2270 for more information.

Workplace Literacy
The Center provides a Workplace Literacy program which offers multi-level courses in reading, writing, mathematics, English for Speakers of Other Languages, and High School Equivalency Test preparation at company sites. Contact 508.678.2811, ext. 2368 for more information.
Professional Development

SABES Regional Support Center is a part of a statewide system serving Adult Basic Education practitioners in southeastern Massachusetts. The Center coordinates staff and program development activities and makes innovative materials available for use in programs. Directors, counselors, and instructors can use the Center’s networking opportunities and technical assistance. Call 508.678.2811, ext 2278 for more information.

Volunteer Support Programs

BCC coordinates tutor training and support groups for volunteers who wish to work with adult learners enrolled in ABE programs at the College. To learn about our training schedules, contact 508.678.2811, ext. 2270.

Dislocated Workers Program

The College provides intensive instructional programming for dislocated workers who seek a structured schedule that aligns with state requirements for individuals receiving unemployment assistance. For more information, contact 508.678.2811, ext. 2368.
The educated person is aware of the important concepts in the arts and humanities, the natural and social sciences, as well as has knowledge of practical and technical skills. He or she never stops learning. The educated person has the ability not only to seek out information, but also to apply concepts to both eternal problems and to everyday life. He or she seeks out knowledge and uses it to improve his or her life as well as the lives of others.

The educated person has the necessary communication, computation, and technical skills to exchange ideas, to analyze concepts, and to solve problems. He or she can creatively explore the academic and the natural world with the self-confidence to question and to lead – while maintaining the self-discipline and responsibility required to serve and to share.

The educated person has achieved a sense of balance and strives to sustain body, mind, and spirit. He or she has an appreciation for the world around him or her, and the skills to make a positive contribution to it. He or she can evaluate his or her own thinking and change it, is open to diversity and embraces it, and can manage or cope with change and conflict. The educated person creates a life that is not only personally and professionally rewarding, but also enriches and enhances his or her community.
TRIO Student Support Services/QUEST Program

QUEST is a comprehensive support program that addresses students’ academic, career, and personal development needs. Designed to help students who may be the first in their families to attend college, who come from low-income backgrounds, or who may have a disability, QUEST is funded in part through a TRiO Student Support Services grant from the U.S. Department of Education. QUEST program offices are located at the Fall River Campus.

Specific academic services include:
The QUEST Math Lab
Engineering Building, B109, ext. 2986
The QUEST Writing Lab
Engineering Building, B204, ext. 2193
The QUEST Reading Lab
Engineering Building, B100, ext. 3106
The QUEST ESL Lab
Engineering Building, B200b, ext. 2476

QUEST students may take advantage of QUEST credit class sections, open lab hours, workshops and transfer activities, fieldtrips and cultural events. Contact the program offices for more information.

QUEST Services

QUEST for Success provides exclusive services for eligible students that support the transition to college:

- Course selection with trained advisors
- Special orientation program
- Free College Success Seminars
- Self-paced learning labs for developmental courses (see descriptions)
- Scholarship opportunities
- Supplemental Instruction
- Financial literacy workshops
- Academic and personal counseling
- Transfer and career advising
- Field trips and cultural enrichment activities

Program Information

QUEST is a federal TRiO Student Support Services (SSS) grant program. QUEST labs and learning resources are led by learning specialists and QUEST tutors. Students participate in small group study, computer-assisted learning, and mini-lectures. Courses are self-paced, and can be completed in less than a semester or in up to two consecutive semesters, and students may receive extra help during Open Lab hours. All QUEST labs are equipped with academic software.

The QUEST Math Lab offers Foundations of Mathematics (Math 011), Foundations of Algebra I (Math 021), and Foundations of Intermediate Algebra (Math 031). Students in the Math Lab progress at their own pace to master each topic, with extra support provided if needed. Some computer-aided courses are also taught in the QUEST Math Labs, such as CAI Math 001 - 003.

The QUEST Writing Lab specializes in assisting students enrolled in Basic Writing Skills (English 090), Integrated Reading and Writing (English 091), College Writing (English 101), and Intro to Literature (English 102). QUEST Writing Lab courses provide a classroom writing experience with additional support services, such as tutorial support, individualized or supplemental instruction, and instruction in the rules of grammar and mechanics.

The QUEST Reading Lab offers College Reading and Learning Strategies (Reading 090) and Advanced English Reading and Vocabulary (ESL 123) in a supported, modified self-paced format. Students work in large groups, small groups, and individually to develop reading skills that they need to succeed in college. Lab support includes one-to-one instruction, computerized curriculum, and Internet research skills. Open Lab hours provide individual assistance for all QUEST students.

The QUEST ESL Lab provides individual support, tutorials, and language practice for students in English-as-a-Second-Language courses. The ESL Lab is located in B200b and is directed by the ESL skills specialist. Work in the Lab may include the use of audiocassettes, computer software, one-to-one or group tutoring sessions, conversation practice, and assistance with writing. All students in ESL are assigned at least one lab hour each week, but most students spend many hours improving their language skills in the ESL Lab and/or the Learning Commons. In fact, many ESL students go on to become peer tutors in the Learning Commons and/or the ESL lab.

QUEST Services Eligibility
QUEST is open to eligible students in any program. Students may request information about the QUEST program through the admission process. At the time of placement testing, or anytime during the first year or any of the Learning Specialists, interested students may apply for participation in the program. Contact Dean Sarah Morrell, QUEST Project Director, at any time about this TRIO Program and eligibility requirements.

**Participation Requirements**

As with all BCC students, those in the QUEST Program must complete CSS 101, College Success Seminar. QUEST students enroll in a designated course section at no charge. Students are also required to attend selected QUEST events and must work with staff on their academic progress. QUEST students are enrolled in a degree program, are usually attending full-time, and take the majority of their classes during the day.

**About the Division of Access and Transition**

Dean Sarah Morrell, ext. 2282

**Academic Policies and Grading in Division VI Programs**

The Division of Access and Transition includes numerous federal and state grant programs with student populations ranging from transfer candidates to middle and high school students. All programs align in their shared mission to support methods of providing access to college preparation and support for student success.

The Division also hosts the QUEST credit course sections in English, English as a Second Language, Mathematics and Reading; College Success Seminar Courses in all modalities, academic support services, dual enrollment, Step UP to College, three federal TRiO programs and more.

Grading in QUEST courses: Students who successfully complete a QUEST course earn grades of A, B, or C including plus and minus grades. Students who make satisfactory progress and complete at least 50 percent of the required coursework will receive a grade of “S” (Satisfactory) and must register for the same lab course the following semester. The “S” grade is not final and does not apply to the degree or the grade point average (G.P.A.).

Students who do not make satisfactory progress and complete less than 50 percent of the course requirements will receive a grade of “F” and must register for the same course in a traditional lecture section in the following semester.

Academic Standing and Dismissal: Full-time students in the General Studies Prep program, including ESL students, are placed on probation if they fail to complete a minimum of 9 credits of coursework with a minimum grade of “C- “ after one semester.

Students may be dismissed from the college if they fail to complete the 9-credit minimum after two semesters. Dismissed students may re-enroll only as non-degree students and are not eligible for financial aid.

See Academic Information for grading policy for developmental courses (i.e., course numbers beginning with 0).

**Step Up to College**

Heather Harrison, Coordinator, ext. 3387

The Step Up to College program at the Fall River and New Bedford campuses is designed to provide support and college coursework to students making the transition from alternative high school diploma equivalency programs and Adult Learning Center programs to college-level work at BCC. Students become part of a learning community and take their courses as a group. The program provides students with an orientation to the College, supplemental instruction, small classes, and individual advisement.

This is a part-time day or evening program; tuition and books are offered at no cost to eligible participants. Step Up to College is supported in part by the Massachusetts Department of Elementary and Secondary Education as an ABE Transitions program. Courses usually include: CSS 101 (p. 527) and CSS 105 (p. 527), ENG 090 (p. 545), MTH 021 (p. 571), and RDG 090.
GENERAL EDUCATION COMPETENCY COURSES

The following is a list of categories and courses which fulfill the College’s General Education requirements. In some cases, competencies may also be infused in program areas. Refer to Academic Information for a description of General Education. See Course Descriptions. A general education competency that is “infused” means that it is addressed in many courses throughout the program requirements. The courses listed for each competency are examples of ways to meet general education. Speak with an advisor for more information.

1.0 CRITICAL ANALYSIS

Students will develop the ability to:

1. Identify and summarize the problem/question at issue (and/or the source’s position)
2. State their own perspectives and positions as they relate to analyses of the problem/question at issue
3. Identify and explain others’ salient perspectives and positions important to the problem/question at issue
4. Identify and assess the key assumptions that underlie the issue or position
5. Identify and assess the quality of supporting data/evidence and provide additional relevant data
6. Identify and describe the influence of context on the problem/question at issue
7. Identify and assess conclusions, implications, and consequences

THESE COURSES FULFILL THE GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 157</td>
<td>Object-Oriented JAVA Programming I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 159</td>
<td>MySQL and PHP</td>
<td>3</td>
</tr>
<tr>
<td>CIS 160</td>
<td>The Microcomputer Environment</td>
<td>3</td>
</tr>
<tr>
<td>CIS 161</td>
<td>Database Design</td>
<td>3</td>
</tr>
<tr>
<td>CIS 250</td>
<td>Interactive Websites</td>
<td>3</td>
</tr>
<tr>
<td>CIS 255</td>
<td>C++ Object Oriented Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 256</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CIS 257</td>
<td>Object-Oriented JAVA Programming II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 258</td>
<td>Advanced Interactive Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 271</td>
<td>Network Installation and Configuration Seminar</td>
<td>4</td>
</tr>
<tr>
<td>CIS 272</td>
<td>Program Development Seminar</td>
<td>3</td>
</tr>
<tr>
<td>CIT 143</td>
<td>Programming for Game Developers I</td>
<td>3</td>
</tr>
<tr>
<td>CIT 242</td>
<td>Programming for Game Developers II</td>
<td>3</td>
</tr>
<tr>
<td>CIT 274</td>
<td>Cyber Security and Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>CIT 275</td>
<td>Computer Forensics Seminar</td>
<td>4</td>
</tr>
<tr>
<td>COM 120</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>ECE 112</td>
<td>Observing, Recording, and Analyzing Early Childhood Settings</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Composition I: College Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>Composition II: Writing about Literature</td>
<td>3</td>
</tr>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
</tbody>
</table>

2.1 WRITTEN COMMUNICATION

Students will develop the ability to:

1. Use language that is precise, clear, and reflective of standard, academic English
2. Use written English in contextually appropriate ways, according to audience, purpose, and setting
3. Organize information and critical thought into coherent and unified documents, using appropriate formats
4. Select, evaluate, incorporate and document research effectively and ethically
THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
ECE 112  Observing, Recording, and Analyzing Early Childhood Settings  3
ENG 101  Composition I: College Writing  3
ENG 102  Composition II: Writing about Literature  3

2.2 ORAL COMMUNICATION

As speakers, students will develop the ability to:
1. Articulate and promote ideas in a clear, organized manner that demonstrates critical analysis skills
2. Use language that is appropriate within and across cultures to address diverse audiences
3. Demonstrate nonverbal behavior that supports the verbal message
4. Employ media and technology if appropriate to the communication context
5. As active listeners, students will develop the ability to:
6. Maintain focus on the speaker’s verbal and nonverbal messages
7. Listen respectfully and critically
8. Provide feedback based on interpretation and evaluation of the message

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
COM 101  Fundamentals of Public Speaking  3
COM 114  Professional Speaking  3
COM 120  Argumentation and Debate  3
COM 113, COM 118, and COM 160 (Early Childhood, Elementary Ed., Human Services only)

3.0 SCIENTIFIC REASONING AND DISCOVERY

Students will develop the ability to:
1. Apply the scientific method as used in the traditional sciences
2. Use basic scientific information as the foundation for the analysis of evidence and the methodology of scientific inquiry
3. Analyze critically science-based issues in contemporary society (scientific literacy)

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
AST 111  Introduction to Astronomy: The Solar System  4
AST 112  Introduction to Astronomy: Stars, Galaxies, and the Universe  4
BIO 110  Biology of Human Reproduction  3
BIO 111  General Biology I  4
BIO 115  Survey of Human Anatomy and Physiology  4
BIO 117  Physiology of Wellness  3
BIO 121  Fundamentals of Biological Science I  4
BIO 122  Fundamentals of Biological Science II  4
BIO 126  Introduction to Biotechnology  3
BIO 129  Field Biology  4
BIO 130  The Biology and Behavior of Birds  4
BIO 154  Human Physiology  4
BIO 220  Introduction to Nutrition  3
BIO 132  Marine Biology  4
BIO 160  Introduction to Food Science  4
BIO 233  Human Anatomy and Physiology I  4
BIO 234  Human Anatomy and Physiology II  4
BIO 239  Elements of Microbiology  4
BIO 240  Cell Biology  4
BIO 250  Introduction to Immunology  4
CHM 111  General College Chemistry I  4
CHM 112  General College Chemistry II  4
CHM 113  Fundamentals of Chemistry I  4
CHM 114  Fundamentals of Chemistry II  4
CHM 115  Health Science Chemistry I  4
CHM 116  Health Science Chemistry II  4
CHM 120  Environmental Chemistry  4
CHM 225  Biochemistry  4
EGR 113  Introduction to Robotics  4
EGR 141  Introduction to Environment  3
EGR 172  Material Science  4
GLG 101  Introduction to Physical Geology  4
PHY 101  Technical Physics I  4
PHY 102  Technical Physics II  4
PHY 211  General Physics I  4
PHY 212  General Physics II  4
SCI 112  Principles of Ecology  4
SCI 113  Physical Science  4
SCI 115  Science and Care of Plants  4
SCI 117  History and Philosophy of Science  3
SCI 119  Coastal Science  4
SCI 240  Introduction to Oceanography  4
AGR 114  Sustainable Agriculture I  4
AGR 115  Sustainable Agriculture II  4

4.0 QUANTITATIVE AND SYMBOLIC REASONING

Students will develop the ability to:
1. Use deductive thinking to solve mathematical problems and to determine the reasonableness of their results
2. Use a variety of problem-solving strategies that exhibit logical thinking
3. Communicate findings both in writing and orally using supportive mathematical language and symbolism with supporting data or graphs
4. Identify, understand and engage in mathematics as well as make well-founded mathematical judgments as a constructive, concerned, reflective citizen (quantitative literacy)

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
MTH 119  Fundamental Statistics  3
MTH 125  Modern College Mathematics  3
MTH 127  Mathematics for Elementary School Teachers I  3
MTH 128  Mathematics for Elementary School Teachers II  3
MTH 131  Elements of College Mathematics  3
MTH 132  Calculus with Applications  3
MTH 141  Technical Mathematics I  4
MTH 142  Technical Mathematics II  4
MTH 152  College Algebra  3
MTH 172  Precalculus with Trigonometry  4
MTH 214  Calculus I  4
MTH 215  Calculus II  4
MTH 243  Discrete Structures I  3
MTH 244  Discrete Structures II  3
MTH 251  Fundamental Business Statistics  3
MTH 252  Statistics for Decision Making  3
MTH 253  Calculus III  4
MTH 254  Ordinary Differential Equations  3
BUS 111 (Business Career, Culinary Arts, Office Admin only)
MTH 111 (FIR only)

5.1 HISTORIC AWARENESS

Students will develop the ability to:
1. Use historical factual information to understand the current world
2. Explain how values, belief systems, and institutions have evolved over time, and their significance and relationship to each other
3. Explain connections between human behaviors and consequences

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
DST 151  Deaf History  3
GVT 111  U.S. Government  3
GVT 112  Comparative Government  3
HST 111  The West and the World I  3
HST 112  The West and the World II  3
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3
HST 115  Twentieth Century Social History-1919 to the Present  3
HST 116  American Foreign Policy-1898 to the Present  3

Art and Elementary Ed. excluded

5.2 GLOBAL AWARENESS

Students will develop the ability to:
1. Describe varied perspectives concerning current global issues.
2. Discuss issues from a global perspective rather than from a particular cultural perspective
3. Explain the connections between historical and recent events and current global situations
4. Explain the complex forces, divergent views and dynamics that contribute to modern world conditions

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses
ART 106  Survey of Art History II: Modern Art  3
BUS 260  International Business  3
COM 111  Mass Communication  3
EDU 225  Diversity and Multicultural Education  3
ENG 251  World Literature I  3
ENG 252  World Literature II  3
GVT 112  Comparative Government  3
HST 111  The West and the World I  3
HST 112  The West and the World II  3
HST 113  United States History to 1877  3
HST 114  United States History from 1877  3
HST 226  Food in History  3
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HST 257</td>
<td>History of Modern East Asia (China and Japan)</td>
<td>3</td>
</tr>
<tr>
<td>MAN 290</td>
<td>Managing an Enterprise</td>
<td>3</td>
</tr>
<tr>
<td>MED 216</td>
<td>Medical Microbiology II</td>
<td>4</td>
</tr>
<tr>
<td>PSY 263</td>
<td>Honors Seminar in Empowering Women</td>
<td>3</td>
</tr>
<tr>
<td>PSY 271</td>
<td>Global Leadership</td>
<td>3</td>
</tr>
<tr>
<td>SCI 117</td>
<td>History and Philosophy of Science</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 212</td>
<td>The Sociology of Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 216</td>
<td>Food, Famine, and Farming in the Global Village</td>
<td>3</td>
</tr>
<tr>
<td>SOC 252</td>
<td>The Sociology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>SSC 217</td>
<td>Technology and Society</td>
<td>3</td>
</tr>
<tr>
<td>Art and Elementary Ed. excluded</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 5.3 MULTICULTURAL PERSPECTIVE

Students will develop the ability to:

1. Interact across cultures by exhibiting understanding of and respect for the beliefs, values, traditions, and practices of people from other cultures.
2. Recognize and articulate the different assumptions, beliefs and perspectives of people from different cultural backgrounds.
3. Appraise the impact of other cultures on the development of one’s own ideas and beliefs.
4. Explain the social and historical circumstances that form the basis of the beliefs, experiences and actions of culturally diverse groups.
5. Demonstrate how differences in race, gender, religion, ethnicity, social class, disability, sexual orientation, and linguistic background contribute to the pervasive realities of stereotyping and discrimination.

### THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>EDU 225</td>
<td>Diversity and Multicultural Education</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ECE 111</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 225</td>
<td>Diversity and Multicultural Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of Contemporary American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 255</td>
<td>American Literature Precolonial to 1865</td>
<td>3</td>
</tr>
<tr>
<td>ENG 256</td>
<td>American Literature Post Civil War to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American Women's Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>ENG 261</td>
<td>Topics in English-Diversity</td>
<td>3</td>
</tr>
<tr>
<td>ENG 276</td>
<td>Science Fiction Literature</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indian Peoples</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in American History</td>
<td>3</td>
</tr>
<tr>
<td>HUM 291</td>
<td>Honors Seminar in Postmodern Studies</td>
<td>3</td>
</tr>
<tr>
<td>SER 101</td>
<td>Introduction to Social Welfare</td>
<td>3</td>
</tr>
<tr>
<td>SOC 256</td>
<td>Race Relations</td>
<td>3</td>
</tr>
<tr>
<td>SOC 257</td>
<td>Social Issues in Loss</td>
<td>3</td>
</tr>
</tbody>
</table>

---

### 5.4 SOCIAL PHENOMENON

Students will develop the ability to:

1. Describe forms of human interaction (social, political, economic, professional, personal and environmental).
2. Describe how individuals interact among groups.
3. Explain principles of group behavior and social organizations and how power is wielded in society.
4. Identify the responsibilities and rights of the individual in human society.

### THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Social and Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219</td>
<td>Police and Society</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 251</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>ECN 111</td>
<td>Principles of Economics-Macro</td>
<td>3</td>
</tr>
<tr>
<td>ECN 112</td>
<td>Principles of Economics-Micro</td>
<td>3</td>
</tr>
<tr>
<td>EDU 225</td>
<td>Diversity and Multicultural Education</td>
<td>3</td>
</tr>
<tr>
<td>GVT 111</td>
<td>U.S. Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 112</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>GVT 251</td>
<td>State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>HST 111</td>
<td>The West and the World I</td>
<td>3</td>
</tr>
<tr>
<td>HST 112</td>
<td>The West and the World II</td>
<td>3</td>
</tr>
<tr>
<td>HST 113</td>
<td>United States History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 114</td>
<td>United States History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>HST 115</td>
<td>Twentieth Century Social History-1919 to the Present</td>
<td>3</td>
</tr>
</tbody>
</table>
6.0 HUMANITIES

Students will develop the ability to:

1. Appraise the philosophical, literary, aesthetic, and/or cultural contributions and expressions of human beings

2. Think critically and imaginatively about the human experience as it applies to their own experiences

3. Create, interpret and/or evaluate visual, verbal, and artistic communication

4. Utilize a rigorous, systematic approach to the exploration of the value, purpose, and meaning of the human condition

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARC 201</td>
<td>Introduction to American Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ART 105</td>
<td>Survey of Art History I: Ancient through Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 106</td>
<td>Survey of Art History II: Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 111</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 112</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 115</td>
<td>Digital Photography</td>
<td>1</td>
</tr>
<tr>
<td>ART 210</td>
<td>Topics in Contemporary Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 211</td>
<td>Drawing III</td>
<td>3</td>
</tr>
<tr>
<td>ART 216</td>
<td>Introduction to Illustration</td>
<td>3</td>
</tr>
<tr>
<td>ART 217</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 221</td>
<td>Painting II</td>
<td>3</td>
</tr>
<tr>
<td>ART 222</td>
<td>Working from the Landscape</td>
<td>3</td>
</tr>
<tr>
<td>ART 225</td>
<td>Printmaking: Relief</td>
<td>3</td>
</tr>
<tr>
<td>ART 226</td>
<td>Printmaking: Intaglio</td>
<td>3</td>
</tr>
<tr>
<td>ART 227</td>
<td>Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 228</td>
<td>Introduction to Visual Communication</td>
<td>3</td>
</tr>
<tr>
<td>ART 229</td>
<td>Photography II: Digital</td>
<td>3</td>
</tr>
<tr>
<td>ART 230</td>
<td>Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 231</td>
<td>Art History II</td>
<td>3</td>
</tr>
<tr>
<td>ART 232</td>
<td>Computer Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 233</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 234</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 235</td>
<td>Typography Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 236</td>
<td>Publication Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 237</td>
<td>Web Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 238</td>
<td>Web Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 239</td>
<td>Advanced Web Design Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 240</td>
<td>Multimedia Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 241</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 242</td>
<td>Web Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 243</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 244</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>ART 245</td>
<td>Design Studio</td>
<td>3</td>
</tr>
<tr>
<td>ASL 101</td>
<td>Elementary American Sign</td>
<td>3</td>
</tr>
<tr>
<td>ASL 102</td>
<td>Elementary American Sign</td>
<td>3</td>
</tr>
<tr>
<td>ASL 201</td>
<td>Intermediate American Sign</td>
<td>3</td>
</tr>
<tr>
<td>ASL 202</td>
<td>Intermediate American Sign</td>
<td>3</td>
</tr>
<tr>
<td>ASL 301</td>
<td>Advanced American Sign</td>
<td>4</td>
</tr>
<tr>
<td>ASL 302</td>
<td>Advanced American Sign</td>
<td>4</td>
</tr>
<tr>
<td>COM 101</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 113</td>
<td>Interpersonal Speech</td>
<td>3</td>
</tr>
<tr>
<td>COM 114</td>
<td>Professional Speaking</td>
<td>3</td>
</tr>
<tr>
<td>COM 120</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>COM 160</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>DAN 101</td>
<td>Modern Dance Technique I</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>DAN 102</td>
<td>Modern Dance Technique II</td>
<td>3</td>
</tr>
<tr>
<td>DST 110</td>
<td>Deaf Culture</td>
<td>3</td>
</tr>
<tr>
<td>DST 151</td>
<td>Deaf History</td>
<td>3</td>
</tr>
<tr>
<td>DST 251</td>
<td>Deaf Literature and ASL Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENG 217</td>
<td>Writings from the Margins of Contemporary American Literature Film</td>
<td>3</td>
</tr>
<tr>
<td>ENG 230</td>
<td>Beginning Poetry Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 251</td>
<td>World Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 252</td>
<td>World Literature II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 253</td>
<td>English Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 254</td>
<td>English Literature II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 255</td>
<td>American Literature Precolonial to 1865</td>
<td>3</td>
</tr>
<tr>
<td>ENG 256</td>
<td>American Literature Post Civil War to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENG 257</td>
<td>Contemporary African-American Women's Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 258</td>
<td>Shakespeare: His Plays</td>
<td>3</td>
</tr>
<tr>
<td>ENG 259</td>
<td>Native American Novels</td>
<td>3</td>
</tr>
<tr>
<td>ENG 260</td>
<td>Topics in English</td>
<td>3</td>
</tr>
<tr>
<td>ENG 261</td>
<td>Topics in English-Diversity</td>
<td>3</td>
</tr>
<tr>
<td>ENG 262</td>
<td>Tutoring in a Writing Center: A Practicum and Honors Course</td>
<td>3</td>
</tr>
<tr>
<td>ENG 272</td>
<td>Children's Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 283</td>
<td>Creative Writing Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ESL 123</td>
<td>Advanced English Vocabulary and Reading Skills</td>
<td>3</td>
</tr>
<tr>
<td>ESL 124</td>
<td>Advanced English Written Expression</td>
<td>3</td>
</tr>
<tr>
<td>FRN 101</td>
<td>Elementary French I</td>
<td>3</td>
</tr>
<tr>
<td>FRN 102</td>
<td>Elementary French II</td>
<td>3</td>
</tr>
<tr>
<td>FRN 201</td>
<td>Intermediate French I</td>
<td>3</td>
</tr>
<tr>
<td>FRN 202</td>
<td>Intermediate French II</td>
<td>3</td>
</tr>
<tr>
<td>HST 162</td>
<td>Reading in History</td>
<td>1</td>
</tr>
<tr>
<td>HST 164</td>
<td>The History of Southern New England</td>
<td>1</td>
</tr>
<tr>
<td>HST 220</td>
<td>The Ancient World</td>
<td>3</td>
</tr>
<tr>
<td>HST 221</td>
<td>Who Fought, Who Worked, Who Prayed: The Middle Ages</td>
<td>3</td>
</tr>
<tr>
<td>HST 222</td>
<td>The Age of the Revolutions</td>
<td>3</td>
</tr>
<tr>
<td>HST 226</td>
<td>Food in History</td>
<td>3</td>
</tr>
<tr>
<td>HST 251</td>
<td>The Social History of American Women</td>
<td>3</td>
</tr>
<tr>
<td>HST 252</td>
<td>African-American History</td>
<td>3</td>
</tr>
<tr>
<td>HST 254</td>
<td>Twentieth Century Russian and Soviet History</td>
<td>3</td>
</tr>
<tr>
<td>HST 256</td>
<td>History of World War II</td>
<td>3</td>
</tr>
<tr>
<td>HST 257</td>
<td>History of Modern East Asia (China and Japan)</td>
<td>3</td>
</tr>
<tr>
<td>HST 259</td>
<td>History of North American Indian Peoples</td>
<td>3</td>
</tr>
<tr>
<td>HST 260</td>
<td>Topics in History</td>
<td>3</td>
</tr>
<tr>
<td>HST 265</td>
<td>Immigration and Ethnicity in American History</td>
<td>3</td>
</tr>
<tr>
<td>HUM 157</td>
<td>Old Testament</td>
<td>3</td>
</tr>
<tr>
<td>HUM 158</td>
<td>New Testament</td>
<td>3</td>
</tr>
<tr>
<td>HUM 160</td>
<td>The Criminal in Literature and the Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUM 251</td>
<td>Topics in Humanities and the Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUM 264</td>
<td>An Honors Interdisciplinary Seminar on the Holocaust</td>
<td>3</td>
</tr>
<tr>
<td>MUS 111</td>
<td>History of Music I</td>
<td>3</td>
</tr>
<tr>
<td>MUS 112</td>
<td>History of Music II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 113</td>
<td>Introduction to Music Theory</td>
<td>3</td>
</tr>
<tr>
<td>MUS 114</td>
<td>Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 117</td>
<td>Sound Design for Multimedia</td>
<td>3</td>
</tr>
<tr>
<td>PHL 101</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHL 111</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHL 152</td>
<td>Ethics: Making Ethical Decisions in a Modern World</td>
<td>3</td>
</tr>
<tr>
<td>PHL 153</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>POR 101</td>
<td>Elementary Portuguese I</td>
<td>3</td>
</tr>
<tr>
<td>POR 102</td>
<td>Elementary Portuguese II</td>
<td>3</td>
</tr>
<tr>
<td>POR 201</td>
<td>Intermediate Portuguese I</td>
<td>3</td>
</tr>
<tr>
<td>POR 202</td>
<td>Intermediate Portuguese II</td>
<td>3</td>
</tr>
<tr>
<td>POR 321</td>
<td>Portuguese for Interpreters</td>
<td>3</td>
</tr>
<tr>
<td>POR 322</td>
<td>The Portuguese Language in the World: An Introduction to the Lusofonia</td>
<td>3</td>
</tr>
<tr>
<td>SPA 101</td>
<td>Elementary Spanish I</td>
<td>3</td>
</tr>
<tr>
<td>SPA 102</td>
<td>Elementary Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>SPA 201</td>
<td>Intermediate Spanish I</td>
<td>3</td>
</tr>
<tr>
<td>SPA 202</td>
<td>Intermediate Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>SPA 213</td>
<td>Spanish for Spanish Speakers</td>
<td>3</td>
</tr>
<tr>
<td>SPA 351</td>
<td>Advanced Spanish Literature</td>
<td>3</td>
</tr>
<tr>
<td>SPA 352</td>
<td>Advanced Spanish Literature II</td>
<td>3</td>
</tr>
<tr>
<td>THE 101</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>THE 112</td>
<td>Actor's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 113</td>
<td>Scene Study</td>
<td>3</td>
</tr>
<tr>
<td>THE 114</td>
<td>Playwriting</td>
<td>3</td>
</tr>
<tr>
<td>THE 115</td>
<td>Director's Workshop</td>
<td>3</td>
</tr>
<tr>
<td>THE 116</td>
<td>Acting for the Camera</td>
<td>3</td>
</tr>
<tr>
<td>THE 117</td>
<td>Theatre History - The Early Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 118</td>
<td>Theatre History - The Modern Years</td>
<td>3</td>
</tr>
<tr>
<td>THE 119</td>
<td>Attending the Play</td>
<td>3</td>
</tr>
<tr>
<td>THE 120</td>
<td>Costume Design for the Stage</td>
<td>3</td>
</tr>
<tr>
<td>THE 121</td>
<td>Voice Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 122</td>
<td>Theatre Rehearsal and Performance (Fall)</td>
<td>4</td>
</tr>
<tr>
<td>THE 123</td>
<td>Theatre Rehearsal and Performance (Spring)</td>
<td>3</td>
</tr>
<tr>
<td>THE 125</td>
<td>Sound Design and Production</td>
<td>3</td>
</tr>
<tr>
<td>THE 127</td>
<td>Scenic Design</td>
<td>3</td>
</tr>
<tr>
<td>THE 128</td>
<td>Lighting Design</td>
<td>3</td>
</tr>
<tr>
<td>THE 132</td>
<td>Theatre Production (Fall)</td>
<td>4</td>
</tr>
<tr>
<td>THE 133</td>
<td>Theatre Production (Spring)</td>
<td>4</td>
</tr>
</tbody>
</table>
7.0 ETHICAL DIMENSIONS

Students will develop the ability to:

1. Evaluate differing points of view on the same issue
2. Explain the evolution of the concepts of right and wrong
3. Apply concepts of justice and fairness
4. Explain the value of good citizenship
5. Apply the standards for judging human behavior
6. Explain the importance of considering the ramifications of decisions

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARC 201</td>
</tr>
<tr>
<td>BIO 154</td>
</tr>
<tr>
<td>BUS 155</td>
</tr>
<tr>
<td>CRJ 113</td>
</tr>
<tr>
<td>CRJ 258</td>
</tr>
<tr>
<td>ECE 111</td>
</tr>
<tr>
<td>EGR 113</td>
</tr>
<tr>
<td>FIR 157</td>
</tr>
<tr>
<td>GVT 111</td>
</tr>
<tr>
<td>GVT 112</td>
</tr>
<tr>
<td>GVT 251</td>
</tr>
<tr>
<td>HCI 122</td>
</tr>
<tr>
<td>HST 113</td>
</tr>
<tr>
<td>HST 114</td>
</tr>
<tr>
<td>HST 115</td>
</tr>
<tr>
<td>HST 116</td>
</tr>
<tr>
<td>HUM 160</td>
</tr>
<tr>
<td>HUM 264</td>
</tr>
<tr>
<td>HUM 291</td>
</tr>
<tr>
<td>LSM 241</td>
</tr>
<tr>
<td>MAN 154</td>
</tr>
<tr>
<td>PHL 101</td>
</tr>
<tr>
<td>PHL 152</td>
</tr>
<tr>
<td>PSY 259</td>
</tr>
<tr>
<td>PSY 271</td>
</tr>
<tr>
<td>SOC 101</td>
</tr>
<tr>
<td>SOC 212</td>
</tr>
<tr>
<td>SOC 216</td>
</tr>
<tr>
<td>SOC 252</td>
</tr>
<tr>
<td>SOC 256</td>
</tr>
<tr>
<td>SOC 257</td>
</tr>
<tr>
<td>SSC 217</td>
</tr>
<tr>
<td>THE 101</td>
</tr>
</tbody>
</table>

8.0 TECHNICAL LITERACY

Students will develop the ability to:

1. Demonstrate basic familiarity with hardware and software
2. Use the Internet for research and communication
3. Navigate an operating system
4. Identify and apply appropriate software packages to solve real-world problems.

THESE COURSES FULFILL GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151</td>
</tr>
<tr>
<td>ART 240</td>
</tr>
<tr>
<td>ART 251</td>
</tr>
<tr>
<td>ART 260</td>
</tr>
<tr>
<td>ART 271</td>
</tr>
<tr>
<td>ART 276</td>
</tr>
<tr>
<td>ART 281</td>
</tr>
<tr>
<td>CAD 101</td>
</tr>
<tr>
<td>CIS 110</td>
</tr>
<tr>
<td>CIS 111</td>
</tr>
<tr>
<td>CIS 112</td>
</tr>
<tr>
<td>CIS 113</td>
</tr>
<tr>
<td>CIS 120</td>
</tr>
<tr>
<td>CIS 121</td>
</tr>
<tr>
<td>CIS 122</td>
</tr>
<tr>
<td>CIS 123</td>
</tr>
<tr>
<td>CIS 128</td>
</tr>
<tr>
<td>CIS 131</td>
</tr>
<tr>
<td>CIS 132</td>
</tr>
<tr>
<td>CIS 133</td>
</tr>
<tr>
<td>CIS 134</td>
</tr>
<tr>
<td>CIS 150</td>
</tr>
<tr>
<td>CIS 152</td>
</tr>
<tr>
<td>Course Code</td>
</tr>
<tr>
<td>-------------</td>
</tr>
<tr>
<td>CIS 155</td>
</tr>
<tr>
<td>CIS 156</td>
</tr>
<tr>
<td>CIS 157</td>
</tr>
<tr>
<td>CIS 158</td>
</tr>
<tr>
<td>CIS 159</td>
</tr>
<tr>
<td>CIS 160</td>
</tr>
<tr>
<td>CIS 161</td>
</tr>
<tr>
<td>CIS 162</td>
</tr>
<tr>
<td>CIS 231</td>
</tr>
<tr>
<td>CIS 232</td>
</tr>
<tr>
<td>CIS 233</td>
</tr>
<tr>
<td>CIS 250</td>
</tr>
<tr>
<td>CIS 255</td>
</tr>
<tr>
<td>CIS 256</td>
</tr>
<tr>
<td>CIS 257</td>
</tr>
<tr>
<td>CIS 258</td>
</tr>
<tr>
<td>CIS 260</td>
</tr>
<tr>
<td>CIS 261</td>
</tr>
<tr>
<td>CIS 262</td>
</tr>
<tr>
<td>CIS 270</td>
</tr>
<tr>
<td>CIS 271</td>
</tr>
<tr>
<td>CIS 272</td>
</tr>
<tr>
<td>CIS 273</td>
</tr>
<tr>
<td>CIS 283</td>
</tr>
<tr>
<td>CIT 121</td>
</tr>
<tr>
<td>CIT 122</td>
</tr>
<tr>
<td>CIT 131</td>
</tr>
<tr>
<td>CIT 132</td>
</tr>
<tr>
<td>CIT 133</td>
</tr>
<tr>
<td>CIT 140</td>
</tr>
<tr>
<td>CIT 141</td>
</tr>
<tr>
<td>CIT 142</td>
</tr>
<tr>
<td>CIT 143</td>
</tr>
<tr>
<td>CIT 150</td>
</tr>
<tr>
<td>CIT 155</td>
</tr>
<tr>
<td>CIT 231</td>
</tr>
<tr>
<td>CIT 240</td>
</tr>
<tr>
<td>CIT 241</td>
</tr>
<tr>
<td>CIT 242</td>
</tr>
<tr>
<td>CIT 243</td>
</tr>
<tr>
<td>CIT 245</td>
</tr>
<tr>
<td>CIT 246</td>
</tr>
<tr>
<td>CIT 247</td>
</tr>
<tr>
<td>CIT 248</td>
</tr>
<tr>
<td>CIT 250</td>
</tr>
<tr>
<td>CIT 251</td>
</tr>
<tr>
<td>CIT 252</td>
</tr>
<tr>
<td>CIT 255</td>
</tr>
<tr>
<td>CIT 256</td>
</tr>
<tr>
<td>CIT 260</td>
</tr>
<tr>
<td>CIT 261</td>
</tr>
<tr>
<td>CIT 262</td>
</tr>
<tr>
<td>CIT 270</td>
</tr>
<tr>
<td>CIT 274</td>
</tr>
<tr>
<td>CIT 275</td>
</tr>
<tr>
<td>CIT 276</td>
</tr>
<tr>
<td>COM 157</td>
</tr>
<tr>
<td>COM 159</td>
</tr>
<tr>
<td>CSS 105</td>
</tr>
<tr>
<td>EGR 103</td>
</tr>
<tr>
<td>EGR 133</td>
</tr>
<tr>
<td>LGL 160</td>
</tr>
<tr>
<td>OFC 117</td>
</tr>
<tr>
<td>PSY 230</td>
</tr>
<tr>
<td>THE 135</td>
</tr>
<tr>
<td>THE 136</td>
</tr>
<tr>
<td>DST 101 and DST 110 (Deaf Studies only)</td>
</tr>
</tbody>
</table>

### 9.0 FIRST YEAR EXPERIENCE

Students will develop the ability to:

1. Identify and locate college resources
2. Demonstrate skills and competencies of what it means to be a college student
3. Utilize available college-based technology resources
4. Identify and apply their learning style preference to their college success
5. Formulate academic and career goals.
### THIS COURSE FULFILLS GENERAL COMPETENCY REQUIREMENTS

<table>
<thead>
<tr>
<th>Courses</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101</td>
<td>Visual Art Colloquium</td>
<td>1</td>
</tr>
<tr>
<td>CIS 120</td>
<td>Programming: Logic, Design and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>CIS 123</td>
<td>Object-Oriented Concepts</td>
<td>3</td>
</tr>
<tr>
<td>COM 106</td>
<td>Introduction to Communication and College Success</td>
<td>3</td>
</tr>
<tr>
<td>CSS 101</td>
<td>College Success Seminar</td>
<td>1</td>
</tr>
<tr>
<td>DST 101</td>
<td>Introduction to Deaf Studies</td>
<td>4</td>
</tr>
<tr>
<td>EDU 101</td>
<td>College Success Seminar for Education</td>
<td>1</td>
</tr>
<tr>
<td>OTA 111</td>
<td>Introduction to Occupational Therapy</td>
<td>4</td>
</tr>
<tr>
<td>PSY 165</td>
<td>Psychology of Learning, Motivation, and Achievement</td>
<td>3</td>
</tr>
</tbody>
</table>
ACC - Accounting

ACC 101 - Principles of Accounting I (4 credits)
This course focuses on the basic structure of financial record keeping. Attention is directed to journalizing, adjusting, closing and reversing entries. Emphasis is placed on the preparation of financial statements for service and merchandising firms. Other topics covered include deferrals and accruals, cash reconciliation, receivables and payables, payroll accounting, internal control and accounting ethics. Computer applications are integrated into the course in a variety of ways, including in a computerized lab setting. Pre- or co-requisite: Arithmetic Competency. Three lecture hours and one computer laboratory hour per week. Instructional Support Fee applies. 4 credits. Fall, Spring, Summer.

ACC 102 - Principles of Accounting II (4 credits)
This course is designed to continue with the study of financial accounting. The course covers inventory costing systems, fixed assets and intangible assets, corporations, bonds payable, cash flows and financial analysis. Additionally, the course introduces students to managerial accounting topics, including internally generated reports used to direct operations and make decisions. Computer applications are integrated into the course in a variety of ways, including in a computerized lab setting. Prerequisite: ACC 101 with C or better or permission of the department chair. Three lecture hours and one computer laboratory hour per week. Instructional Support Fee applies. 4 credits. Fall, Spring, Summer.

ACC 114 - Introduction to QuickBooks Pro (1 credit)
This is an introductory course to familiarize the student with the most widely used financial software in small business. It is recommended for any individual who would like to learn, hands-on, how to record accounting data in a computerized environment. Topics presented include the basic procedural steps to create a QB company, process sales and receipts, record purchases and payments, reconcile banking transactions, and create and customize forms. Prior knowledge of accounting procedures is not necessary. ACC 114 will be waived for students who have taken ACC 150. Three hours of lecture per week over 5 weeks. Instructional Support Fee applies. 1 credit. Fall, Spring.

ACC 150 - Small Business Financial Software (3 credits)
This is an introductory course, which is recommended for any individual who would like to learn the basics of the most widely used financial software applications in small business today. Utilizing a hands-on approach to learning, students are introduced to the latest version of QuickBooks Pro and the business applications of Excel Spreadsheet Analysis. QuickBooks topics include the basic procedural steps to create a QB company, process sales and receipts, record purchases and payments, reconcile banking transactions, and create and customize forms. The Excel portion of the course covers basic functions with a business-oriented approach, including the creation of charts. Upon completion of the course, students can choose to take the Microsoft Office Certified Specialist Exam in Excel. Knowledge of accounting procedures is not necessary. ACC 114 will be waived for students who have taken ACC 150. Three lecture hours per week. Instructional Support Fee applies. 3 credits. Fall, Spring.

ACC 201 - Intermediate Accounting I (3 credits)
A study of accounting using comprehensive problems that expand the treatment of cash, receivables, investments, inventories, plant assets, current and long-term liabilities, and financial statements. The course involves Excel spreadsheets, financial analysis, and use of the Internet. Prerequisite: ACC 102 with a C or better or permission of department chair. Three lecture hours per week. 3 credits. Fall.

ACC 202 - Intermediate Accounting II (3 credits)
This course studies stockholders' equity, contributed capital, treasury stock, retained earnings, dilutive shares and earnings per share, investments, revenue recognition, income taxes, pensions and post-retirement benefits, statement of cash flows, full disclosure in financial reporting, and basic financial statement analysis. Prerequisite: ACC 201 with C or better or permission of department chair. Three lecture hours per week. 3 credits. Spring.

ACC 253 - Cost Accounting (3 credits)
This course studies basic concepts and cost procedures as applied to any project-oriented enterprise. It examines job order and process cost systems and explores the relationship of cost accounting to control and decision-making functions of management. Prerequisite: ACC 102 with C or better or permission of department chair. Three lecture hours per week. 3 credits. Fall.

ACC 255 - Federal Taxation I (3 credits)
This course provides a study of federal income tax laws as they apply to individuals. Topics include income, including inclusions and exclusions; capital gains and losses; deductions and losses; itemized deductions; bad debts; employee expenses and deferred compensation; and preparation of returns for individuals, including sole proprietors. The course emphasizes decision making and
tax planning. Prerequisite: ACC 102 with C or better or permission of department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

**ACC 256 - Federal Taxation II (3 credits)**

This course completes the study of federal income tax laws as they apply to individuals, then moves on to corporations. Topics include depreciation, amortization and depletion, accounting periods and methods, property transactions, special tax computation methods, tax research, corporations, partnerships and S corporations, and investment planning. The course emphasizes decision making and tax planning. Prerequisite: ACC 255 with C or better or permission of department chair. Recommended: MAN 101 and MAR 101. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

**ACC 257 - Managerial Accounting (3 credits)**

This course examines the accountant's role in the business organization. It covers cost-volume-profit relationships with emphasis on break-even computations, profit planning, relevant costs and the contribution approach to short-term decisions, cost-behavior patterns, operational budgeting, financial budgeting, and capital budgeting. Students create management reports using Excel spreadsheet techniques. Prerequisite: ACC 102 with C or better or permission of department chair. Recommended: MAN 101 and MAR 101. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

**ACC 258 - Auditing (3 credits)**

This study of the audit function, as performed by the outside public accounting firm, covers all stages-planning the audit, gathering evidence, review of internal control provisions, development of working papers, analysis of accounts, and preparation of statements and audit reports. The ethics of the accounting profession are stressed throughout the course. Prerequisite: ACC 102 with a grade of C or better or permission of department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

**ACC 259 - Analysis of Financial Statements (3 credits)**

This course examines accounting as a device for evaluating past and current business activity. It emphasizes common analytical measures such as vertical analysis, common-size statements, ratio analysis, working capital flows, and cash flows. Other topics include proforma statements, operational and cash budgets, capital budgeting, and stock market fundamentals. Throughout the semester, students apply the fundamentals of each lesson to the financial statements of a real-life company of their choice. Prerequisite: ACC 102 with a grade of C or better or permission of department chair. Recommended: MAN 101 and MAR 101. Three lecture hours per week. 3 credits Fall, Spring

**AGR - Sustainable Agriculture**

**AGR 114 - Sustainable Agriculture I (4 credits)**

This course is an introduction to the principles and practices of sustainable agriculture for small organic farms and gardens. Topics include sustainable agriculture principles and practices, economics, soil science, conservation, tillage, and fertility, composting, cover crops, crop rotation, plant biology, weeds, pest and disease control. Three hours of lecture and two hours of laboratory per week, including field trips. Competency met: Scientific Reasoning and Discovery (3.0). Instructional Support Fee applies. 4 credits Fall

**AGR 115 - Sustainable Agriculture II (4 credits)**

This course is a continuation of Sustainable Agriculture I and covers the principles and practices of sustainable agriculture for small organic farms and gardens. Topics include agriculture management practices, record keeping, planning, and enterprise budgets), organic certification, season extension techniques, plant propagation, cultivation of annuals and perennials. Three hours of lecture and two hours of laboratory per week, including field trips. Competency met: Scientific Reasoning and Discovery (3.0) Instructional Support Fee applies. 4 credits Spring

**AGR 116 - Water Acquisition and Conservation (2 credits)**

This course is designed to give students an understanding of the science of water, including its chemistry, its movements in the environment, and its use in agriculture. The course introduces students to traditional and alternative ways of accessing water for agricultural use, as well as methods to conserve this most precious resource. Two lecture hours per week. 2 credits Spring

**AGR 120 - Solar Greenhouse Production (1 credit)**

This course is designed to teach students how to construct and maintain a solar greenhouse and to manage the production of food crops using organic techniques that consume minimal fossil fuels. Attention is given to methods that are sustainable by reducing the use of non-renewable sources of energy. This course is designed for students in the Organic Farming program or for the general public. This course is not intended to fulfill any science requirement. Prerequisite: AGR 114; co-requisite: AGR 115 or permission of the instructor. One hour of lecture and one hour of laboratory per week. Instructional Support Fee applies. 1 credit Spring
AGR 122 - Natural Beekeeping Practices (2 credits)
This course is an introduction to the basic principles and practices of natural beekeeping emphasizing organic methods. The course prepares beginning beekeepers to start or expand their own beekeeping as a hobby or small enterprise. Topics include biology and life cycle of honey bees, equipment and materials, starting a new hive, seasonal hive management practices, hive pests and diseases, harvesting and marketing. Students will have the opportunity to purchase new hives, equipment, and bees to establish their own hive in the spring. At least one field day will demonstrate installation, feeding, and early care of a new hive. Two lecture hours per week. 2 credits Fall, Spring, Evening/Weekend only

AGR 123 - Organic Pest and Disease Management (2 credits)
This course focuses on the prevention, detection, and organic controls of plant pests and diseases. Content includes a survey or principle plant pests and diseases, their biology and life cycles, impacts, disease symptoms, and controls. An introduction to Integrated Pest Management (IPM) is included. Control methods will include cultural practices as well as biological and organic chemical methods. Two lecture hours per week. 2 credits Fall, Spring

AGR 124 - Permaculture: Design for Regeneration (3 credits)
The course integrates both research and practical applications to design food systems that have the resiliency of natural ecosystems. The essential components of diverse garden systems will be discussed in detail, including edible ecosystem gardens, perennial cropping and mini orchards, soil fertility, water management, tools and techniques and planting strategies. Three lecture hours per week. 3 credits Fall

ANS - Animal Science

ANS 100

ANS 101 - Introduction to Animal Care & Management (3 credits)
This course introduces general concepts for the daily care of most companion animals. Topics include a basic understanding of the role of animals in society, safety, animal welfare issues, and species-specific requirements for good health and husbandry practices. Emphasis is placed on feeding, breeding, health maintenance, and housing of various species (dogs, cats, ferrets, birds, reptiles, amphibians, rodents, small exotic pets, etc.). Upon completion, students will be able to demonstrate a basic understanding of the issues related to the animal care industry. A training certificate by Animal Care Technology Programs is available with successful completion and testing in this course. 3 credits Fall, Spring, Summer

ANS 103 - Applied Animal Behavior (3 credits)
This course provides the foundation for a comprehensive and coherent understanding of behavior analysis as it relates to facilitating the interaction and care of captive and companion animals. Topics include fundamental principles of learning and behavior, normal and abnormal behavior patterns, communication, social development, and the prevention and correction of problem behaviors. Upon completion, students will be able to recognize behavior patterns and assess, prevent, and correct problem behaviors. 3 credits Fall, Spring, Summer

ANS 107 - Medical Terminology for Animal Science I (1 credit)
This section of the two-part course is designed to give the animal care worker a vocabulary which will facilitate and enhance their communication with veterinary medical professionals. The focus will be on learning the major components (prefixes, suffixes, combining root terms, abbreviations, units of measure, animal body structure, position, and disease terminology) of veterinary medical terms, synthesizing useful medical terms from the components, and interpreting the meaning of technical information containing common veterinary medical terms. One lecture hour per week. 1 Credit Spring

ANS 108 - Medical Terminology for Animal Science II (1 credit)
This course is a continuation of ANS 107. In this course, students will continue to explore medical terms needed to enhance accuracy in communications with veterinary professionals. Areas of specific interest will be terminology dealing with body cavities, specific body systems, the functions of their parts, and associated surgical terms and clinical procedures. Students are expected to learn and be able to interpret the meaning of technical information containing specific, systematic veterinary medical terms. Pre-requisite: ANS 107. One lecture hour per week. 1 Credit Fall

ANS 115 - Community Health and Zoonosis (3 credits)
This course introduces the basics of disease transmission with particular emphasis on disease transferred from animals to humans. Topics include zoonotic diseases, modes of transmission, symptoms, and personal protection of animal care technicians through immunization. Upon completion, students should be able to discuss zoonotic diseases and the animal care technician's role and responsibility related to the control of such diseases. A training certificate by Animal Care Technology programs is available upon successful completion and testing in this course. Pre or co-requisite: ANS 107. Two lecture and two laboratory hours per week. 3 Credits Spring
ANS 121 - Animal Handling and Restraint (3 credits)
This course introduces the principles and techniques of animal handling and restraint. Topics include handling and control techniques for lab animals, domestic animals, and other varieties, as well as species specific techniques for medical procedures. Upon completion, students should be able to demonstrate proper handling techniques for animals that are frightened, injured, confined, diseased or trapped. Pre-requisite: ANS 103. Two lecture and two laboratory hours per week. 3 Credits Spring

ANS 147 - Veterinary Office Procedures (2 credits)
This course provides a fundamental knowledge of the administrative aspects of working in a veterinary practice. Topics include veterinary practice ethics, staff roles and limitations, professionalism, front office duties, communication skills, marketing, accounting systems, and veterinary practice computer systems (experience provided in the corequisite class component OFC 160). Co-requisite: OFC 160. Two lecture hours per week. 2 credits Fall

ANS 153 - Animal Health and Diseases (3 credits)
This course is designed to introduce the veterinary assistant to the nature of health versus disease and many common diseases encountered in veterinary practice. A systems approach is used and students are encouraged to bring questions from the work experience to class. Within each system, congenital, infectious, traumatic, and other disease processes are explored as are the diagnostic and therapeutic approaches appropriate to each system. Prerequisites: ANS 107, ANS 115. Co-requisites: ANS 108, ANS 205 and OFC 161. Three lecture hours per week. 3 Credits Spring

ANS 200

ANS 201 - Anatomy & Physiology of Domestic Animals (4 credits)
An introductory course in the comparative anatomy and physiology of vertebrate animals to include bird and mammal dissections. Emphasis is placed on distinguishing gross anatomical structures, critical organ systems, and functional relationships with a comparative focus on gastrointestinal tracts, respiratory systems, and reproductive systems. Notation of the normal anatomy and physiology with references made to deviation from the norm, which might constitute a diseased state, and extrapolating learned material to additional species is also covered. Prerequisite: BIO 111 with a grade of C or better. Three lecture and two laboratory hours per week. 4 credits Fall

ANS 205 - Clinical Methods (3 credits)
This course is an introduction to clinical skills consisting of both lecture and laboratory work. Veterinary nursing procedures and teamwork will be thoroughly discussed.
demonstrate a knowledge of appropriate feeding guidelines for a variety of animals contingent upon stage of development and disease condition. Pre-requisite: MTH 119 or MTH 131 with a grade of C or better. Two lecture and two laboratory hours per week. 3 credits Spring

ANT - Anthropology

ANT 101 - Social and Cultural Anthropology (3 credits)
This course is a study of basic anthropological thought with emphasis on the characteristics and development of early cultures, contemporary primitive societies, comparative studies of institutions, culture change, and the influence of culture on individual behavior. Three lecture hours per week. Competency met: Social Phenomenon (5.4) 3 credits Evening/Weekend only

ARC - Architecture

ARC 201 - Introduction to American Architecture (3 credits)
This course examines the stylistic characteristics, architectural details, and social influences associated with American architecture with particular emphasis on common genres found in southeastern New England. Buildings and structures are viewed as artistic entities, characterized by various formal predilections including the handling of the massing, facade composition, surface treatment, artistic handling of detail and the like. The interconnectedness between stylistic developments, advances in building technology and economic influences (including green building practices) and the cultural aesthetics are investigated. Prerequisite: ENG 101. Three lecture hours per week. Competency met: Humanities (6.0), Ethical Dimensions (7.0). 3 credits Spring

ART - Art

ART 101 - Visual Art Colloquium (1 credit)
This course will consist of career seminars, visiting artist talks, and workshops to help students explore career possibilities in art and design. This course will provide an overview of art and design careers, including fine arts, textile design, fashion design, industrial design, graphic design, web and multimedia design. Students will gain skills in analyzing works of art and design in addition to exploring career options. They will be introduced to concepts central to design and art pedagogy, including the structure and sequencing for art and design education, the creative process, the design process and oral and written critiques. Two class hours a week, or a total of 32 hours during the semester. Instructional Support Fee applies. Competencies met: Critical Analysis (1.0), First Year Experience (9.0) 1 credit Fall

ART 105 - Survey of Art History I: Ancient through Renaissance Art (3 credits)
This course examines art and architecture from its earliest origins through the Renaissance. The course explores the relationship between art and its social, political, cultural, and economic contexts. The development of world civilization is chronicled in a fashion that emphasizes the interconnectedness between different world cultures. Students think and write critically on how art both reflected and influenced political, social, religious, and economic states of affair. Through lectures, readings, slides, web resources, and films, students learn about the history and art of the Prehistoric periods, the Ancient world, the Medieval period and the Renaissance. Students also learn how visual art traditions help define our understanding of world culture. Three lecture hours per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall, Spring, Summer

ART 106 - Survey of Art History II: Modern Art (3 credits)
This course examines art and architecture from the beginning of the Modern era through the present. This course builds upon the foundation students acquire in ART 105. Students continue to explore the relationship between art and its social, political, cultural, and economic contexts. The development of the modern world is discussed in a way that emphasizes the interconnectedness between different world cultures. Students think and write critically on how art both reflected and influenced political, social, religious, and economic states of affair. Through lectures, readings, slides, web resources, and films, students learn about the history of Modern art from the Neoclassical period to the present. Students also learn how visual art traditions help define our understanding of contemporary culture. Prerequisite: ART 105 is recommended. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Humanities (6.0) Three lecture hours per week. 3 credits Fall, Spring, Summer

ART 111 - Drawing I (3 credits)
Through studio experiences, students will learn the basic elements of drawing, including observational skills and building eye/hand coordination. This course will also introduce the psychological and emotional elements of drawing. Individual and inventive expression is encouraged. A variety of media such as pencil, charcoal, pastel, and brush and gouache will be explored. Two hours critique and four hours studio a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 112 - Drawing II (3 credits)
This course is a continuation of ART 111. This course emphasizes observing and drawing the human form. A live
model is studied to express gesture, structure, and movement in space, with objective accuracy and increased ability to visualize a concept as important goals. The techniques and media explored in ART 111 are applied to the figure, including pencil, charcoal, conte, ink, wash, and pastels. Prerequisite: ART 111 with a grade of C- or higher or permission of the instructor. Two hours critique and four hours studio a week. Instructional Support Fee Competency met: Humanities (6.0) 3 credits Spring

ART 121 - Two-Dimensional Design (3 credits)
This is a design course introducing the fundamental principles of organizing visual elements on a two-dimensional surface. Problems explore the dynamics of line, form and color on the spatial life of the picture plane. Students work in black and white and color. Materials include ink, gouache and cut paper. Three hours critique/lecture and three hours studio a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 122 - Two-Dimensional Design II (3 credits)
This design course is a continuation of the problems involved in Two Dimensional Design I (see ART 121). This half will follow the introduction line, form, and color principles on the Two Dimensional surface. Materials will include: gouache, ink papers, and boards. Recommended: ART 121 first. Three hours critique/lecture time and three hours studio a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 131 - Three-Dimensional Design (3 credits)
This course investigates the construction of three dimensional forms using a wide variety of materials including cardboard, clay, plaster, wood and found objects. Emphasis is on the translation of an idea into tangible form. Inventive and personal solutions to problems are encouraged. Three hours critique and three hours studio a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 132 - Three-Dimensional Design II (3 credits)
The purpose of this course is to investigate various processes of achieving three dimensional form making. Materials and methods will include a selection of clay modeling, wood and/or stone carving, moldmaking, geometrics, linear forms, plastics, and soft forms. Recommended: ART 131 first. Three hours critique and three studio hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ART 140 - Art Exploration (3 credits)
This course, developed for non-art majors, allows students to explore the basic elements of drawing, painting and design, through a series of studio projects. Class projects include a study of line, value, texture, composition, perspective, and color, through which hand skills, eye coordination, and new visual perceptions help students develop their own unique expressive skills. Media used in the course include pencil, charcoal, brush and ink, and water-based paints. Three class hours a week. Competency met: Humanities (6.0) 3 credits Fall, Spring, Summer

ART 151 - Digital Photography (1 credit)
Students in this course learn the fundamentals of the art and craft of making digital images. This hands-on course allows students to explore the basics of photography, including composition and lighting, while developing skills in pixel-based photographic design and processing. It introduces students to the use of the digital camera, scanner, and Adobe Photoshop to create and manipulate images. Students learn how to evaluate images for effectiveness in terms of aesthetics and communication goals: i.e., what makes a good photo? The course also aids students in understanding the role digital photography can play in areas such as illustration, documentation, graphic design, web design, and fine arts. One lecture hour and one laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0), Technical Literacy (8.0) 1 credit Fall, Spring, Summer

ART 201 - Careers in the Visual Arts (2 credits)
This course consists of career seminars, visiting artist talks and critiques, field trips, professional artist demonstrations and workshops to help students further explore career choices in art and design. Activities include research, critical thinking, oral and written presentations, and evaluations. Workshops and demonstrations assist students in developing digital portfolios for transfer applications or for job applications, including selection of work, sequencing, and format. In addition, students participate in a field experience or service learning project. Recommended: Students should take this course in their last year. Students should not take this course in their first year. Four class hours a week or a total of sixty-four hours during the semester. Instructional Support Fee applies. 2 credits Fall

ART 205 - Topics in Contemporary Art (3 credits)
This seminar-style course presents an in-depth examination of contemporary art. The course is designed to strengthen writing skills of the art major while exploring relevant themes such as: formalism, iconography, identity, gender, the body, traditional craft, and new media. Students are introduced to critical theory and methods of interpretation through an examination of contemporary art within the broader context of political, social, intellectual, and cultural issues. Prerequisite: ART 106 and ENG 101. Three class hours a week. Competency met: Humanities (6.0) 3 credits Fall, Spring, Summer
ART 211 - Drawing III (3 credits)
Through further studies of the human form, students explore form, structure, mass, and proportion. The figure in relation to its immediate environment is emphasized. In addition, students explore the expressive range the human figure brings to art. Live models are used the majority of the time. This course strengthens students' ability to draw the human form in expressive positions as required for many forms of art, including fine art, illustration, graphic design, and animation. Prerequisite: ART 112 with a grade of C- or higher, or permission of the instructor. Two hours critique/lecture and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 212 - Drawing IV (3 credits)
In this advanced figure drawing course students will continue to study the human figure with an emphasis on personal exploration. Students will further their understanding of form, structure, mass, proportion and relative environment. Students will be encouraged to experiment with new materials and techniques as they relate to the expressive potential of the human figure. Live models will be used the majority of the time. This course will continue to strengthen students' ability to draw the human form in expressive positions as required for many forms of art, including fine art, illustration, graphic design and animation. Prerequisite(s): ART 211 with a grade of C- or higher or permission of the instructor. Two lecture hours and four laboratory hours per week. 3 credits Fall, Spring

ART 216 - Introduction to Illustration (3 credits)
This course introduces students to a variety of commercial situations in illustration such as magazine illustration, books, CD covers and/or poster design, to acquaint them with the scope of commercial illustration. The course exposes students to a variety of media including pencil, charcoal, scratchboard, colored pencil, watercolor and/or gouache, pastel, and computer graphics. The course requires students to keep a notebook of sketches, project files, and a portfolio of all assignments. Prerequisite: ART 111 or permission of instructor; ART 112 is recommended as a pre-requisite. Two hours of critique and four studio hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Not offered every year

ART 221 - Painting I (3 credits)
This course explores the fundamental techniques of oil painting. Basic problems are designed for beginners as well as students with some previous experience. Realism and Impressionism are studied through still life and landscape projects, while the basics of theory and composition are stressed. This course will help students to understand form and space as a foundation for more advanced painting techniques. Prerequisite: ART 111 or permission of instructor. Two hours critique/lecture and four hours studio a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

ART 222 - Painting II (3 credits)
This course continues the painting process in oils while students are also introduced to other painting mediums. Increased emphasis on modern painting techniques and styles replaces more traditional methods. While still life and landscape studies continue to be explored, the figure will also be included as will some conceptual problems. Students will be encouraged to develop their own style throughout the process. Recommended: ART 221 first. Two critique/lecture hours and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Spring

ART 225 - Working from the Landscape (3 credits)
Taking impressionism and romanticism as precedents, this course is for those who want to explore their own responses to the landscape. Working outdoors with a variety of media (watercolor, oil, pastel, charcoal, etc.), the course explores issues that have challenged the great landscape painters of all time. Issues such as space, color, light, and composition will be addressed in depth. Subjective responses to the landscape will also be explored such as content, metaphor, personal iconography, and mood. Ultimately, the deeper ramifications of the role of humankind to nature will be addressed through readings and discussions. One 3 hour class meeting per week. Competency met: Humanities (6.0) 3 credits Summer only

ART 226 - Printmaking: Relief (3 credits)
This course is an introduction to relief printmaking techniques such as woodcut, collagraph, and monotype processes. Students carve images from blocks of wood and linoleum or build plates from cardboard and found materials. Printed either by hand or on the press, both methods offer unlimited potential to create a variety of images. Students learn through lectures, demonstration, hands-on projects, and critique. Projects include one-color prints, reduction, and multi-block processes. Prerequisite: ART 111 or permission of the instructor. Two hours of critique and four studio hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ART 227 - Printmaking: Intaglio (3 credits)
This course offers instruction in engraving, photo, and dry-point processes and explores core printmaking concepts. Through a number of assignments, students learn to develop a personal vocabulary, while building skills in a variety of traditional and non-traditional printmaking methods. Prerequisite: ART 111 or permission of the instructor or program coordinator. Two hours critique and four studio hours a week. Instructional Support Fee
work with children. Emphasis is on the nature of artistic expression and how to provide an atmosphere that encourages growth, creativity and imagination. Practical studio experiences using art materials to make crayon resists, collages, puppets, papier mache, print making techniques and other projects will be taught. Students will examine the developmental patterns of children at various age levels through short readings and films. Three class hours a week. Instructional Support Fee applies. 3 credits Fall, Spring

**ART 251 - Photography II: Digital (3 credits)**

Students build on their knowledge and skill base in photography in this course, which provides a firm technical and aesthetic foundation in contemporary photography practice. Lectures, demonstrations, and projects develop photographic imaging skills utilizing a digital camera and Adobe Photoshop software. Assignments and group critiques provide opportunities for students to connect their emerging technical skills with their personal vision and to understand their work in the context of both the history of photography and contemporary trends. Students must have access to a digital SLR camera with manual controls for this course (an SLR is available for loan on a limited basis if needed). Prerequisite: ART 256 or ART 151 or permission of instructor or program coordinator. Two lecture/critique hours and four laboratory hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0), Technical Literacy (8.0) 3 credits Fall, Spring

**ART 256 - Photography I (3 credits)**

This is a basic introductory course in black and white photography as an art form. It emphasizes developing darkroom skills as well as learning how to operate a 35mm camera. In addition to darkroom printing procedures, including developing negatives and using the enlarger, it covers the use of different films and filters for various effects, printing papers, lighting issues, and the presentation of prints for portfolio. Lectures and demonstrations cover various technical issues as well as the basics of photo history and aesthetic guidelines for photographing, developing, and critiquing work. Students are required to supply their own 35mm camera with adjustable controls. Two lecture/critique hours and four laboratory hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring, Summer.

**ART 257 - Photography II: Darkroom (3 credits)**

In this intermediate darkroom-based photography course, the emphasis is on advanced study of composition and the elements of good photography, including use of both natural and studio lighting. Further emphasis is placed on the development of the student's ability to apply creative thinking and contemporary techniques in executing meaningful and effective photographs. Students should have a foundation in photographic practices including...
ART 260 - Computer Graphics (3 credits)
This course provides an overview of page layout, scanning, illustration, and image manipulation on the computer. Industry-standard graphics programs on the Mac are used such as Adobe Illustrator, InDesign, and Photoshop. Through lectures, software demonstrations, and hands-on exercises and projects, students acquire the basic skills and knowledge to use the computer as a design tool. Class meets for two lecture hours and four lab hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0), Technical Literacy (8.0). 3 credits Fall, Spring, Summer

ART 261 - Graphic Design I (3 credits)
This course introduces basic graphic design concepts, tools, and images. The intent is to strengthen visual and conceptual aspects of image making while exposing students to the graphic design field. The focus of this course is on developing a range of styles, media, and techniques for graphics creation. Prerequisite: ART 111 or permission of instructor. Pre- or co-requisite: ART 260 or permission of instructor. Two critique and four studio hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

ART 262 - Graphic Design II (3 credits)
This course is a continuation of ART 261. It further develops the design process through projects that explore graphic/textural relationships using the written word and visual imagery. The course focuses primarily on the development of visual language as a means of conveying information through effective methods of design. It implements contemporary and traditional skills and methods. It also covers the investigation of printing, production, and service bureaus. Prerequisites: ART 261 and ART 266 are recommended. Six class hours per week. Instructional Competency met: Humanities (6.0). 3 credits Fall

ART 265 - Artists’ Books (1 credit)
The creation of artists’ books is approached through a number of fine art media. The book format as a structure for communication and art making is the primary focus. Various methods such as collage, montage, drawing, photocopy imaging, computer imaging, and printmaking are implemented. Personal anecdotes, sociopolitical perspectives, and other sources for image making are explored. Artists’ books are original works of art that can be held, and therefore provide a different experience for the viewer. Two class hours a week. 1 credit Fall

ART 266 - Typography Design (3 credits)
This course introduces typography, the art of organizing letters in space and time. The course covers all aspects of typography through lectures, demonstration, and studio work. It explores the history of the alphabet, written and drawn from primitive times, through the invention of printing from moveable type to the present. Students immerse themselves in the culture of typography and begin to understand the social and aesthetic importance of the visual word. The course further sensitizes students to the continuing evolution of letterforms, to problem-solving, and to the aesthetic use of display and text type through a series of exercises and projects. Two lecture/critique hours and four studio hours a week. Pre- or co-requisite: ART 111 or permission of instructor or program coordinator; ART 260 recommended. Two lecture/critique hours and four studio hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

ART 267 - Publication Design (3 credits)
Students learn the fundamentals of designing publications, focusing on typographic systems and the hierarchy of information and using a grid for multi-page documents. The course introduces electronic page-layout using industry-standard page-software such as InDesign. Students acquire the basic skills and knowledge to design multi-page documents through lectures and hands-on exercises and projects. Pre- or co-requisite: ART 260 and ART 266, or permission of the instructor or program coordinator. Two hours critique/lecture and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

ART 271 - Web Design I (3 credits)
This course introduces students to the process of creating a website, with an overview of organizational issues, marketing concerns, navigation, typography on the Web, and other design considerations. It uses industry-standard imaging software and graphical interface-based web design software such as Adobe Photoshop and Dreamweaver. The course uses lectures, software demonstrations, exploration and analysis of existing websites, hands-on exercises, and projects to enable students to acquire the basic skills and knowledge to create web pages for the World Wide Web. Pre- or co-requisite: ART 260 recommended, or previous Photoshop experience. Two hours critique/lecture and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0), Technical Literacy (8.0). 3 credits Spring
ART 272 - Web Design II (3 credits)
This course introduces the fundamentals of interactive design theories and their applications to web design. Students will integrate design principles, image creation, text, video, sound and simple animations to create dynamic sites. The course will emphasize use of multimedia to achieve specific communication goals for a client. Scripting and storyboarding will be introduced as part of the design process. Students will produce an interactive multimedia website that demonstrates their use of the basic concepts and principles of interactive design. Prerequisites: ART 260 or permission of instructor. Two lecture and four studio class hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ART 273 - Advanced Web Design Studio (3 credits)
This course provides students with a hands-on opportunity to apply their web design skills to develop functional and effective websites that meet specific real-world objectives. It focuses on design issues related to the creation of complex websites, including development of content and communication strategies, information architecture, prototypes and testing site usability, and workflow management. Students integrate their application of these issues with their facility with color, image-creation, typography and composition to create a culminating portfolio-quality project. Prerequisites: ART 271. Two lecture and four studio class hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

ART 276 - Multimedia Design (3 credits)
This course teaches students the basic conceptual, design, and technical components of creating digital multimedia projects. Good design is key to effective interactive multimedia development. The course focuses on the creative design process, including interface design, information design, and design that occurs over time and space and incorporates images, typography, audio, video, and animation components. Lectures, demonstrations, and hands-on projects using industry-standard software such as Director and Premiere enable students to create a portfolio-quality multimedia project for the Web or CD-ROM. Prerequisite: ART 260 recommended. Two hours critique/lecture and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0). Technical Literacy (8.0). 3 credits Spring

ART 280 - Electronic Imaging (3 credits)
This course focuses on creative and technical issues related to the production of digital images for multimedia and the Web. It emphasizes concept development and application of design principles and color theory to imaging for visual storytelling. Technical issues include storyboarding, drawing for the moving image, image creation, and photo manipulation using industry-standard imaging software such as Adobe Photoshop. Students acquire the knowledge and skills required to create compelling image sequences for linear and non-linear narratives using the digital medium through lectures, examples of professional work, and hands-on projects. Prerequisite: ART 260 or permission of instructor. Two hours critique/lecture and four hours studio per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ART 281 - Web Animation (3 credits)
Animation is becoming an essential component of multimedia and web design. This course requires a strong foundation in drawing and design. It builds on this foundation and introduces animation design concepts such as character development, timing, sequencing, nuancing, and style. Students apply computer animation techniques, using industry-standard animation programs such as Macromedia Flash to create two-dimensional animation sequences. Completed projects demonstrate the use of typography and illustration to convey a specific concept. Prerequisites: ART 260; ART 113 or drawing experience recommended. Two lecture and four studio class hours per week. Instructional Support Competency met: Humanities (6.0), Technical Literacy (8.0). 3 credits Spring

ART 282 - Character Animation (3 credits)
This course examines concepts, characters, and storyboards for character animation design and production. It emphasizes creating movement and expression using hand-drawn and electronically-processed image sequences. Character animation design practice focuses on a range of screen-based applications, including animation in information design and narrative animation, as well as experimental animation. Students study the basic principles of classical animation and produce a character cameo. They learn the basics of motion perception and the principles of character animation as well as the basics of vector animation, 3-D animation, and combining animation and interactivity in graphical user interfaces. Prerequisite: ART 112 and ART 260 or permission of the instructor or program coordinator. Two lecture/critique hours and four studio hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ART 285 - Motion Graphics (3 credits)
From TV ads and Flash-based narratives on the Web to the opening credits of movies and TV shows, motion graphics have become an integral part of our day-to-day visual experience. Students in this course explore ways of animating static images and text, as well as compositing digitized elements. They create motion graphics projects using a combination of Adobe After Effects with other video, image, and audio manipulation software. Prerequisite: ART 260 or permission of the instructor or program coordinator. Recommended: ART 276 or ART 281. Three lecture hours and three laboratory hours per
week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

**ART 292 - Design Studio (3 credits)**

This course provides students with hands-on opportunities to apply the design and production skills they have gained to real-world web and print projects. The class functions as a design studio with a creative director, art directors, designers, copywriters, illustrators, photographers, and production staff. Students learn and apply practical skills related to design studio work, including meeting clients, creating design briefs, creating budgets, projecting costs, and developing projects from initial research through brainstorming, thumbnails, comps, and final production (pre-press for print projects, publishing for Web projects). Students work in typical design studio teams to integrate their application of these issues with their design and production work to create client-driven projects. Pre- or co-requisites: ART 262 or ART 267 or ART 271 or ART 276 or COM 112 or CIT 132 or permission of instructor or program coordinator. Two lecture/critique and four studio class hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

**ASL - American Sign Language**

Massachusetts Law Regarding American Sign Language, *(MGL Chapter 15A § 9A):*

"American Sign Language is hereby recognized as a full and legitimate language, as the language of a unique culture in the United States, and as the equivalent of a spoken language for the purpose of foreign language study and course credit." *(MGL Chapter 15A § 9A)*

**ASL 101 - Elementary American Sign Language I (3 credits)**

This beginning course introduces students to American Sign Language (ASL), the language used by the American Deaf community and parts of Anglophone Canada. Students focus on developing visual-spatial orientation, using their face and body expressively, and learning basic vocabulary and grammar necessary to converse in ASL. Lessons are presented in a meaningful/functional context. Receptive (what you understand) skills are emphasized; however, expressive (what/how you sign) skills are practiced as well. Cultural aspects of the Deaf community are explored through literature and community events. Three class hours and one language lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

**ASL 102 - Elementary American Sign Language II (3 credits)**

A continuation of ASL 101, this course continues student development of visual-spatial orientation, face and body expression, vocabulary and grammar. Lessons are presented in a meaningful/functional context. Analysis of expressive (what/how you sign) skills is explored, however, receptive (what you understand) skills are emphasized. Cultural aspects of the Deaf community are explored through literature and community events. Prerequisite: ASL 101. Three class hours and one lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

**ASL 181 - Visual/Gestural Communication (1 credit)**

This seminar provides students with a foundation in the visual/gestural skills necessary for acquiring American Sign Language. Students engage in activities that promote visual-spatial awareness, gestural awareness and visual processing skills. One lecture hour and one laboratory hour per week. Instructional Support Fee applies. 1 credit Spring

**ASL 201 - Intermediate American Sign Language I (3 credits)**

This course focuses on further developing and refining basic receptive and expressive American Sign Language skills, and visual-spatial orientation acquired in ASL 101 and ASL 102. More complex vocabulary and grammar are presented in context and figurative language introduced. Expressive skills will be stressed. To further develop receptive and expressive competence, students are expected to attend community events and/or perform community service in an American Sign Language environment. Prerequisite: ASL 102 with a grade of C or better. Three class hours and one lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Fall

**ASL 202 - Intermediate American Sign Language II (3 credits)**

This course is a continuation of ASL 201. This course further develops and refines the receptive and expressive American Sign Language skill, visual-spatial orientation, vocabulary, figurative language, and complex syntax acquired in ASL 101, ASL 102, and ASL 201. The course stresses expressive skills. Students are expected to attend community events and/or perform community service in an American Sign Language environment to further develop receptive and expressive competence. Prerequisite: ASL 201 with a grade of C or better. Three class hours and one lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

**ASL 284 - ASL/Deaf Studies Capstone Seminar (1 credit)**

This is the capstone course for all Deaf Studies degree options. By course's end, students will demonstrate they have met program outcomes by completing the Deaf Studies/ASL portfolio. Students are also expected to develop and reflect on their individual culminating project (based on their chosen career path and plans). Prerequisites: ASL 201, ASL 181, DST 101, and DST 110.
Pre or co-requisites: ASL 202, DST 151 and/or DST 252. One class hour and one lab hour per week. 1 credit

**ASL 285 - Community-based Learning in Deaf Studies (1 credit)**

Students develop and demonstrate their understanding of professionalism and engage in American Sign Language and Deaf cultural norms through community-based learning and community engagement. Students are immersed in a professional environment serving the Deaf/Hard-of-hearing community. Requirements include: four to six hours weekly in a non-paid, supervised, community-based learning site, and an orientation followed by three seminar meetings with the program director and cohort for guided reflection, discussions, and readings related to these experiences. Course should be taken during the final semester of any Deaf Studies degree program. Co-requisite: ASL 284. One lecture hour per week. Instructional Support Fee applies. 1 credit

**ASL 301 - Advanced American Sign Language I (4 credits)**

This course further develops and refines the American Sign Language receptive and expressive skills and visual-gestural skills acquired in ASL 101 - ASL 202 to ensure discourse competency. This course builds the student's lexical base to include sign variations found across regions, ethnicities and generations. The course introduces formal and informal narrative styles. Students engage in a more intense study of the non-manual, linguistic features found in ASL as well as more sophisticated communication and narration, in general. This course is conducted entirely in ASL. Students are required to engage in ASL or Deaf cultural events as part of this course. Prerequisite: ASL 202 with a C or better. Three class hours and two lab hours per week. Competency met: Humanities (6.0) 4 credits

**ASL 302 - Advanced American Sign Language II and Structure (4 credits)**

This course is a continuation of ASL 301. The course builds on the skills examined and practiced in AMS 21 and provides an intense study and application of advanced American Sign Language competencies. This course also provides a survey of the linguistic structure of ASL particularly its phonology, morphology, syntax and semantics. This course is conducted entirely in ASL. Expressive and receptive abilities are enhanced and practiced in native/immersion environments. Prerequisite: ASL 301 with a C or better. Three class hours and two lab hours per week. Competency met: Humanities (6.0) 4 credits

**AST - Astronomy**

**AST 103 - Introduction to Astronomical Observing (2 credits)**

This course is an introduction to astronomical observing, focusing on the study of the night sky with telescopes and other astronomical equipment. Topics covered include the use and application of small aperture telescopes and binoculars, star charts, constellation identification, celestial coordinate systems, solar and sidereal time systems, astronomical software, naked-eye observing, and deep-sky observational techniques. The college planetarium, computer labs, and observing decks are used extensively. Several evening meetings are scheduled for observational work. Two lecture hours per week. 2 credits

**AST 111 - Introduction to Astronomy: The Solar System (4 credits)**

This course is a descriptive, conceptual introduction to astronomy as a scientific discipline, focusing on the solar system and its contents. Topics include the history of astronomy, the motions of the sky, gravity and orbits, light, telescopes, planetary interiors, surfaces, atmospheres, the origin of the solar system, the sun, and life beyond the earth. The planetarium, computer labs and other visual aids are used extensively. This course complements the material covered in AST 112, but may be taken independently. High school sciences and basic algebra are highly recommended. Three class hours and two laboratory hours per week. A few meetings will be scheduled at night for observing with the College's telescope. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits

**AST 112 - Introduction to Astronomy: Stars, Galaxies, and the Universe (4 credits)**

This course is a descriptive, conceptual introduction to astronomy as a scientific discipline that focuses on the sun, stars, galaxies, and the universe as a whole. Topics include the properties of light and spectra, telescopes, gravity and orbits, the sun, the nature of stars and their evolution, galaxies and large-scale cosmic structure, and the origin of the universe and its evolution over time. Other important aspects of the course include scheduled observing sessions, discussion of recent discoveries in astronomy and cosmology, and laboratory exercises that reinforce concepts covered. Computer-based labs and other visual aids are used extensively. This course complements the material covered in AST 111 but may be taken independently. High school sciences and basic algebra are recommended. Three class hours and two laboratory hours weekly in a combined lecture/laboratory setting. A few meetings will be scheduled at night for observing with the College's telescope. Instructional Support Fee applies.
AST 160 - Special Topics in Astronomy (3 credits)
This course covers topics in astronomy not normally covered in AST 111 and AST 112. Topics may include: current events and discoveries in astronomy, the early history of the universe, general and special relativity, foundations of quantum mechanics, multiverse and multiple-dimension theories, astrobiology and the search for extraterrestrial intelligence (SETI) as well as others. Prerequisite: Completion of AST 111 or AST 112 with a grade of C- or better. One to three lecture hours per week. Fall, Spring.

AST 192 - Life in the Universe - Introduction to Astrobiology (4 credits)
Are we welcome in the universe? What are the requirements for life to exist in a long term sustainable way on planet? This course explores these questions while exploring key concepts in the natural sciences that determine the distribution of Earth-like life, planets, and intelligent civilization in the universe. Topics such as star and planet formation, planetary geology, biological conditions for life, and sustainability are considered in a broad and introductory way to explore these questions. Prerequisite: High school science and Intermediate Algebra or equivalent. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring

AST 211 - Introduction to Astrophysics (Short) (4 credits)
This majors-level course is an introduction to the theory, principles, and application of modern astrophysics. Topics include the internal structure of the Sun and stars, orbital dynamics, theories of special and general relativity, and properties of stars and their evolution. The laboratory section is focused on the application of these topics to real-world examples and may include analysis of data from space telescopes, computational physics, and mathematical modeling of astronomical phenomena. Prerequisite: PHY 212. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

AST 212 - Introduction to Astrophysics II (4 credits)
This course is a continuation of the astrophysics course sequence begun with AST 211. Course topics may include interstellar gas and dust, variable stars, composition and kinematics of the Milky Way and other galaxies, evolution of galaxies, the early universe, and cosmology. Prerequisite: AST 211. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

BIO - Biology

BIO 110 - Biology of Human Reproduction (3 credits)
This is a one semester, combined lecture/discussion course on various aspects of human reproduction. Topics include: human anatomy and physiology, childbirth, fertility, fertility control, fertility impairment, birth control, V.D., sexually transmissible diseases, and pregnancy termination. Extensive use will be made of films and other A.V. materials as they relate to the above topic. Three class hours a week. Competency met: Scientific Reasoning and Discovery (3.0) 3 credits Spring

BIO 111 - General Biology I (4 credits)
This course is designed for non-science and health science majors. Science majors should take BIO 121. This course is an introductory survey of biological principles and topics representing a range of levels of organization, including general background chemistry, cell biology, genetics, evolution and ecology. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Summer

BIO 115 - Survey of Human Anatomy and Physiology (4 credits)
A one-semester survey of organs and systems of the human body with regard to basic structure and function. Cells, tissues, chemistry and abnormalities will be considered. Laboratory activities reinforce information discussed in class. Prerequisite: High school Chemistry or Biology or CHM 090. Three lecture hours and two laboratory hours per week. This course does not substitute for BIO 111, BIO 121, BIO 233 or BIO 234. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

BIO 117 - Physiology of Wellness (3 credits)
An introduction to the concept of wellness, nutrition basics, exercise habits, weight control, and cardiovascular disease prevention. Topics include wellness concepts, exercise, diet and nutrition, set point theories, and environmental influences. Three class hours a week. Competency met: Scientific Reasoning and Discovery (3.0) 3 credits Fall

BIO 121 - Fundamentals of Biological Science I (4 credits)
This course is designed for science majors. An examination of three areas of contemporary biological science including selected topics in chemistry, necessary as background for cell biology, the structure and function of cells with emphasis on reproduction, membrane functions, and cell energetics, and the molecular mechanisms of genetic control and patterns of inheritance. Prerequisite: One year of high school biology or chemistry with labs
BIO 122 - Fundamentals of Biological Science II (4 credits)
A consideration of evolutionary theory, including population genetics and a survey of major taxonomic groups of organisms with emphasis on their adaptations and ecology. Prerequisite: BIO 121 with a grade of C or better. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

BIO 126 - Introduction to Biotechnology (3 credits)
The course covers the tools of the biotechnician: gene manipulation, biotechnological applications in medicine, forensics, and industry, bioethics, and biological risk assessment. Prerequisite: high school chemistry and biology. Three class hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 3 credits Spring

BIO 127 - Introduction to Biotechniques (4 credits)
This course provides an introduction to laboratory research techniques and background as to how they are used in a variety of medical, clinical and scientific disciplines. Students will gain theoretical background and practical experience in lab safety, solid and liquid measurement, solution preparation, protein and DNA concentration determination, DNA and protein gel electrophoresis, immunoblotting, ELISA and column chromatography. Good documentation, laboratory and manufacturing practices will be applied throughout the lab. This course emphasizes basic laboratory skills essential for beginning level employment in clinical, academic, and industrial biotechnology laboratories. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies.
4 credits Fall, Spring

BIO 129 - Field Biology (4 credits)
This is an introduction to natural history with special emphasis on identification of Massachusetts terrestrial plants and animals in the outdoors. A wide range of topics will be presented including animal behavior, map reading, geology, basic principles of natural history, biogeography, taxonomy, and collecting. Combined lecture/laboratory two meetings a week. Three class hours and two laboratory hours a week. Instructional Support Fee applies.
Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

BIO 130 - The Biology and Behavior of Birds (4 credits)
This is an introduction to the biology of birds and their behavior. Special emphasis will be given to species of the United States and Massachusetts. A wide range of topics will be presented including: field identification; bird diversity and taxonomy; courtship and nesting; feather structure, flight, and migration; physiology, including respiration, circulation and feeding strategies; and visual and vocal communication. Students will be required to attend two field trips on either Saturday or Sunday (weather permitting); one in February and one in May. Classes meet twice weekly in a combined lecture/laboratory setting. Three class hours and two laboratory hours weekly. Instructional Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Spring

BIO 132 - Marine Biology (4 credits)
This is a one-semester course designed to provide an introduction to the biology of the marine environment. It incorporates the study of the physical and biological components of the oceans, including the formations of the seas and land masses, physical nature of the oceans, and chemistry of seawater with emphasis on types of marine organisms, the ecology of the marine environment, and man's impact on the ocean and its inhabitants. Field trips may be required as part of the lab component of the course, including one all-day trip on a whale watch boat. Prerequisite: High school chemistry and biology with a grade of C or better or BIO 111 or BIO 121 or SCI 112 or SCI 119 or any CHM course. Three lecture and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Spring, Summer

BIO 140 - Nutrition for Culinarians (3 credits)
This course emphasizes the principles of nutrition and the health-related roles of carbohydrates, fats, proteins, vitamins, and minerals. The course also covers energy metabolism, food-product labeling, and nutritional requirements throughout the lifespan. Various eating behaviors, recommended dietary intakes, and tools for diet and menu planning are explored. Class projects will include: students keeping a record of their food intake then analyzing it for nutritional adequacy and using nutrition analysis software to adjust recipes to make them more healthful. This course is intended for students enrolled in the Culinary Arts degree program. Prerequisites: Culinary: CUL 112 or Baking CUL 152 or Permission of the Program Director. Instructional Support Fee applies. 3 Credits Spring

BIO 145 - Introduction to Forensic Science (4 credits)
Forensic Science is the application of science to the law and encompasses various scientific disciplines. This course is designed to give students a basic overview of the crime scene investigation process, with a specific focus on the biological tests used when preparing forensic evidence
for processing and presentation in court. Topics discussed include organic and inorganic chemical analyses of physical evidence, principles of serology and DNA analysis, arson, fingerprint analysis, drug analysis, and document examination. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies.

4 credits Fall, Spring, Summer

**BIO 154 - Human Physiology (4 credits)**

This course acquaints the student with the biological, chemical and physical functions of the human body. The focus of the course is on the cardiovascular, respiratory, gastrointestinal, endocrine, and excretory systems. Laboratory activities will include tests on blood, urine, the heart, and occasional dissections. Prerequisite: High school Biology or BIO 111 and high school Chemistry or CHM 090. Not available for credit to students with a C or better in BIO 233 or 234. Three class hours and two laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

**BIO 155 - Topics in Biology (3 credits)**

A one-semester course on a specific topic in biology. Topic to be announced each semester. Prerequisite: B or better in one college lab science. One to three class hours per week. 1 - 3 credits Fall, Spring

**BIO 160 - Introduction to Food Science (4 credits)**

Food science is the multidisciplinary study of food, utilizing biology, chemistry, nutrition, engineering and other sciences. This course is designed to give students a basic overview of the food science disciplines, with a specific focus on the scientific method. Topics discussed include the physical and chemical properties of food, food microbiology, food analysis, sensory science, and the effects of food processing and preservation. Three lecture and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

**BIO 205 - Animal Behavior (4 credits)**

This course is designed to give students an introduction to the principles of Animal Behavior. Topics include Learning, Communication, Cultural Transmission, Mating Systems, Kinship, Predator/Prey interactions, and Aggression, among other. The lab will include field and laboratory experiments. Prerequisite: BIO 121. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Spring

**BIO 220 - Introduction to Nutrition (3 credits)**

This course focuses on human dietary needs. The course emphasizes the health-related roles of carbohydrates, fats, proteins, and vitamins. The course also covers minerals, energy metabolism, food-product labeling, and nutritional requirements of the pregnant woman and fetus. Issues of consumer concern are considered throughout this course. Prerequisite: BIO 111 or BIO 121 or BIO 233 with a grade of C or better; CHM 111 or higher with a grade of C or better. Three class hours per week. Competency met: Scientific Reasoning and Discovery (3.0) 3 credits Spring

**BIO 230 - Seminar in Scientific Literature and Research Design (3 credits)**

Student will learn to locate, read, and interpret peer-reviewed science journal articles. They will examine the characteristics that distinguish quality research in the biological sciences, and write a review paper related to a topic of their choosing. Students will then delve further into aspects of experimental design, culminating in the production of a research proposal related to their topic of choice. Prerequisite: BIO 121. Three lecture hours per week. Instructional Support Fee applies.

3 credits Fall, Spring

**BIO 233 - Human Anatomy and Physiology I (4 credits)**

This course studies the structure and function of human tissues, organs, and organ systems. Topics include tissues; integumentary, skeletal, and muscular systems; and the nervous system. The laboratory component includes occasional dissections. The course is intended primarily for students in the health sciences. Prerequisites: High school chemistry with a grade of C or better or CHM 090 with a grade of CC or better, and BIO 111 or BIO 121 with a grade of C or better. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

**BIO 234 - Human Anatomy and Physiology II (4 credits)**

This course is a continuation of BIO 233. The course covers endocrine, reproductive, digestive, cardiovascular, respiratory, and urinary systems. This course is intended for students in health sciences. The laboratory component includes occasional dissections. Prerequisites: BIO 233 or equivalent Anatomy & Physiology with laboratory with a grade of C or better. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

**BIO 235 - Fundamentals of Ecology (4 credits)**

This is an introduction to the principles of ecology, including the interaction of abiotic and biotic components of ecosystems, population biology and interactions, and the effects of human intervention. Emphasis is placed on conducting and communicating research in ecology. This course is intended for students in the life sciences AS program. Some labs are field trips. Prerequisite: MTH 119 or MTH 152, or MTH 172; Pre or co-requisite: BIO
121. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies.
4 credits Fall

BIO 239 - Elements of Microbiology (4 credits)
This course considers the general and medical aspects of microorganisms and discusses methods of identification, sources and modes of infection, inhibition and control of growth, and principles of sanitation. This course includes a study of bacterial physiology and genetic engineering. The laboratory component studies basic techniques. Prerequisites: BIO 233, or BIO 154, or BIO 121, each with a C or better. Three class hours and three laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0)
4 credits Fall, Spring, Summer

BIO 240 - Cell Biology (4 credits)
This course considers the molecular structure of cells, cell energetics, the role of nucleic acids, cell division, and fertilization. The laboratory covers microscopic studies of cells and methods for studying macromolecules and cells. Prerequisites: BIO 121 with a grade of C+ or better. Three lecture hours, and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0)
4 credits Spring

BIO 250 - Introduction to Immunology (4 credits)
This course describes the molecular and cellular interactions involved in immune responses. Topics include: development of the immune system, innate immunity, immunoglobulin structure and genetics, antigen-antibody reactions, the major histocompatibility complex and antigen presentation, T cell receptors (genetics, structure, selection), T cell activation and effector functions, immune responses to infections, organisms and tumors, autoimmune diseases, allergies, immune deficiencies and AIDS, activation and regulation of the immune response Antibody structure and function; applications of monoclonal antibodies in biotechnology and medicine; tolerance. Laboratory involves antibody purification, immunoprecipitation assays, immunoblotting, and ELISAs. Prerequisite: BIO 239 with a grade of C+ or better. Three lecture hours and three laboratory hours per week.
4 credits Spring

BNK - Banking

BNK 101 - Principles of Banking (3 credits)
The course provides a broad perspective of the banking industry touching on nearly every aspect of bank functions. Topics include the language and documents of banking, check processing, teller functions, deposit function, trust services, bank bookkeeping, bank loans, and the banks' role in the community. 3 credits Fall, Spring

BNK 111 - Installment Credit (3 credits)
This course provides an understanding of the consumer credit function by examining the role of installment credit in overall banking operations. Recommend BUS 111 first. 3 credits Fall, Spring

BNK 112 - Real Estate Lending (3 credits)
This course introduces legal issues in real estate lending, property appraisal, sources of mortgage credit, federal role in the mortgage market, financing of single family condominiums, cooperative apartments, rental units, business-use properties, and real estate investment analysis. Recommend BUS 111 and BUS 251 first. 3 credits Fall, Spring

BNK 113 - Commercial Credit Analysis (3 credits)
This course examines the tools and techniques necessary for the financial evaluation of a business enterprise. Recommend ACC 102 first. 3 credits Fall, Spring

BNK 114 - Introduction to Commercial Banking (3 credits)
This course reviews the social and monetary aspects of commercial bank operations by investigating the principles and techniques utilized in their functional performance. Recommend MAN 101 first. 3 credits Evenings/Weekends

BNK 116 - Bank Investments (3 credits)
This course examines the fundamentals of bank investments, the types of investment instruments available to commercial banks, the nature and scope of securities markets, and investment account management. Recommend ACC 102 first. 3 credits Fall, Spring

BUS - Business

BUS 101 - Personal Finance Basics (1 credit)
This course will provide students with the basic knowledge to manage their personal finances including the basics of budgeting and saving, banking, credit reporting, credit cards, debt management, insurance (auto, home, life), and retirement planning. BUS 101 will be waived for students who have taken BUS 112. One lecture hour per week. 1 credit Fall, Spring, Summer

BUS 111 - Business and Financial Mathematics (3 credits)
This course provides a presentation of mathematical calculations related to business analysis. It includes solving for unknowns such as present and future values. Selected accounting topics, retailing and consumer mathematics, payroll records, bank statement reconciliations, information concerning corporate stocks and bonds, as well as mutual funds, and business statistics used to make decisions are covered. This course emphasizes critical thinking. Prerequisite: Arithmetic Competency. Three class
BUS 112 - Personal Financial Planning (3 credits)
This course will provide students with the basic knowledge to manage their personal finances including the basics of saving, debt management, and investing for retirement via 401k, IRAs, and annuities. Three class hours per week. 3 credits Fall, Spring

BUS 113 - Introduction to Business Functions and Practices (3 credits)
This course provides a general survey of the functions and practices of a business and the external institutions and organizations that facilitate the operation of business units. The course introduces students to the various functional activities of business organizations. It provides an overview of careers in accounting, marketing, general management, human resource management, finance, purchasing, and production and operations management. College study skills, critical thinking, and time management techniques are integrated into the course presentation. Students will learn how to develop a job search strategy, including how to prepare a resume and a cover letter and to prepare for job interviews. Three class hours a week. 3 credits Fall, Spring

BUS 114 - Small Business Planning (1 credit)
This is an introductory course to familiarize the student with the critical aspects of small business planning through the development of a business plan. It is recommended for anyone who would like to learn, hands-on, how to start a business properly. Topics presented include the basic procedural steps to forming a business, innovative marketing strategies, the borrowing/lending process, and QuickBooks overview. Upon completion, all participants will have completed a solid business plan. One hour of lecture per week over twelve weeks. 1 credit Fall, Spring

BUS 115 - Fundamentals of an Enterprise (1 credit)
This course is designed for students in majors other than Business Administration such as Information Technology, Health Sciences, and Engineering, who will likely be working within a profit or not-for profit enterprise. Topics such as global operating environments, economic systems, organizational structure, and management systems will be discussed. This course is not open to students majoring in Business Administration. One lecture hour per week. 1 credit Fall, Spring

BUS 152 - Honors E-Commerce (3 credits)
This is an interdisciplinary course that presents the rudiments of e-commerce from a business and technological perspective. Students will learn the principles of marketing and selling on the Internet as well as a conceptual and practical knowledge of the necessary technology. Recommend: MAR 101 first. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

BUS 155 - Business Ethics (3 credits)
This course is an examination of the moral, legal, and social dimensions of decision making in business-related situations. Actual business cases are analyzed in terms of morality, legality and social considerations. The course will provide students with multifaceted views, allowing them in their analysis to come to business decisions that incorporate ethical standards. Three lecture hours per week. Competency met: Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

BUS 171 - Principles of Insurance I (3 credits)
An introductory course covering the history and development of insurance, types and organizations of companies, insurance contracts, underwriting, sales, claim adjustment, risk management, and rate making. Recommend MAN 101 or MAR 101 first. Three class hours a week. 3 credits Fall; Evening/Weekends only.

BUS 172 - Principles of Insurance II (3 credits)
A continuation of the introductory course covering life, property, and casualty insurance. Topical coverage includes life, fire, workman's compensation, and general business lines. Prerequisite: BUS 171 with C or better or permission of department chair. Three class hours a week. 3 credits Spring; Evening/Weekends only.

BUS 175 - Introduction to Real Estate (3 credits)
A study of the principles of real estate designed to provide a clear understanding of the factors involved in real property ownership. This study involves discussion of the history of real estate development, current cyclical trends and various instruments which may be encountered when transferring real estate. Emphasis is placed upon the concepts and terminology involved in real estate transactions as well as a basic understanding of the math generated by these transactions. Recommend BUS 111 and MAR 101 first. Three class hours a week. 3 credits Fall

BUS 176 - Real Estate Practice (3 credits)
An in-depth study of the legal and financial aspects of real estate. Topics of study include brokerage operations, licensing laws, contractual aspects of listing, legal framework, closings, relevant real estate math problems. A working knowledge of the concepts and terminology covered in BUS 175 is presumed. Prerequisite: C or better in BUS 175 or permission of department chair. Recommend MAN 101. Three lecture hours per week. 3 credits Spring
BUS 251 - Business Law (3 credits)
An introductory course in laws applicable to business transactions. Covers a basic study of the federal and state court systems as well as criminal, tort, and contract law. Prerequisite: Sophomore standing or permission of department chair. Recommend: MAN 101 and MAR 101 first. Three class hours a week. 3 credits Fall, Spring, Summer

BUS 253 - Corporation Finance (3 credits)
A study of the forms and sources of financing available to large and small business. Emphasis is placed on financial analysis, financial planning, working capital management and source of short- and long-term financing. Basic concepts of investment analysis are introduced. Prerequisite: ACC 102 or ACC 101 with a C or better and permission of instructor. Recommend MAN 101 first. Three lecture hours per week. 3 credits Spring

BUS 260 - International Business (3 credits)
This course develops initial concepts in international business principles. It presents the inter-relationships of the economics and politics of international trade and investment. The course examines the strategies and structures of international business. Prerequisites: MAN 101 and MAR 101. Three lecture hours per week.

Competency met: Global Awareness (5.2) 3 credits Fall, Spring

BUS 265 - Investments (3 credits)
Students will learn about capital markets and the investment management industry. They will learn how to make sound investment decisions through the use of fundamental analysis. Students will learn about mutual funds, stock and bond investments and create a portfolio management software. Prerequisite(s): ACC 102 or BUS 112 or BUS 253 or permission of the department chair or division dean. Three lecture hours per week.

3 credits Fall

CAD - Computer Aided Drafting

CAD 101 - Computer Aided Drafting (3 credits)
This course develops fundamental skills in forming, presenting, and interpreting ideas and concepts using a graphic language. The course provides practice in the use of freehand sketching and Computer Aided Drafting (AutoCAD) topics, including engineering geometry, orthographic projection, auxiliary and section views, fasteners and isometric pictorials. The course also covers the use of Standards, Specification and Geometric Tolerancing. Students in this course are expected to be computer literate. Two class hours and three laboratory hours per week. Instructional Support Fee applies. Note: Utilizes Windows based software Mac versions available.

Competency met: Technical Literacy (8.0) 3 credits. Fall, Spring, Summer.

CAD 111 - Mechanical Design with Solidworks (3 credits)
This course utilizes the latest PC-based associative, parametric solid modeling software (SolidWorks) to produce three-dimensional models of mechanical objects and assemblies. Topics include sketching a part feature, providing dimensions and constraints to tie the features together, converting a sketch into a solid object, and creating and editing full assemblies. Working drawings are created from the part design, including a variety of views and dimension styles. The course continually emphasizes mechanical design principles using the CAD system. In addition, students learn the integration of Computer-Aided Manufacturing (CAM) with CAD to enhance the understanding of the design to manufacturing process. Prerequisite: CAD 101 is recommended. Two class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 3 credits Fall, Spring

CAD 112 - Advanced Mechanical Design with Solidworks (3 credits)
This course is a continuation of CAD 111. It uses the latest PC-based associative, parametric solid modeling software to produce advanced 3-D models of mechanical objects and assemblies. Topics include advanced sketching, assemblies, and dimensioning. Several Solid Works modules are used to analyze and demonstrate part and assembly design. This course continually emphasizes mechanical design principles using the CAD system. Prerequisite: CAD 111 or permission of instructor. Two class hours and three laboratory hours per week. Instructional Support Fee. NOTE: Utilizes Windows based software only. 3 credits Spring

CAD 122 - Architectural Drawing (3 credits)
In this CAD-based course students will create two-dimensional drawings of residential and commercial buildings including floor plans, elevations, sections, and structural details. Contemporary and historical architectural styles and building materials will be integrated into the production of quality drawings that meet current industry standards. Prerequisite: CAD 101. Two class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software Mac versions available. 3 credits Spring

CAD 125 - 3D Architecture, Building, and Landscape Design (3 credits)
This course provides students with an understanding of all phases of architectural and construction design using parametric CAD software (AutoDesk Revit). Topics
include building components and structures, interior designing, site features, landscaping, rendering, and walkthroughs. Scheduling and cost estimation are also introduced. Prerequisite: CAD 101 with a grade of C or better. Two lecture and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 3 credits Fall, Spring, Summer

**CAD 128 - Civil Drafting and Design (3 credits)**

This course deals with the concepts of plan scales, bearings, latitudes and departures, property descriptions, contour lines, profiles, highway layout, earthwork cut-and-fill, and runoff analysis. This course includes a laboratory/field component and students are required to complete a CAD based site design project. Prerequisite: CAD 101. Two class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 3 credits Fall, Spring

**CAD 172 - Mechanical Design using Inventor (3 credits)**

This course develops fundamental mechanical engineering design skills for the creative solution to problems associated with the production of useful devices. Application of Computer Aided Design software (AutoDesk Inventor) includes sketching, three-dimensional models and assemblies, drawing views, dimensioning, and both standard and geometric tolerancing. The course investigates the selection and modeling of common mechanical components and the use of finite element analysis. Students are required to complete an independent mechanical design project. Prerequisite: CAD 101 with a grade of C or better or equivalent. Two class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 3 credits Fall, Spring, Summer

**CED - Cooperative Education**

**CED 101 - Work-Based Experience (1 credit)**

This course is a one-semester, introductory, work-based experience course. Students observe, participate in, and develop a mentoring relationship in an environment related to their chosen program of study for the purpose of career exploration using project-based learning. A total of 45 hours in the field during the semester and a one hour weekly seminar is required. Students complete career assessments and develop learning goals. Self-assessment is integrated using reflection assignments. All community placements must be approved by the Cooperative Education office. One lecture hour per week and 45 hour in the field during the semester. Instructional Support Fee applies. 1 credit Fall, Spring, Summer

**CED 210 - Cooperative Work Experience (3 credits)**

This course offers students an opportunity to apply classroom learning and academic skills in a supervised work experience related to their chosen field of study. It assists students in exploring and wisely choosing a career, while promoting personal growth and development. The work-based learning component helps students develop the skills of problem solving, decision making, and reflective thinking that increases their overall success in the workforce. Students work 15-20 hours a week in their Co-op position and must participate in a one-hour weekly seminar. The Co-op seminar helps students develop an interdisciplinary perspective of the world of work by discussing related topics and sharing on-the-job concerns with peers. Faculty and employers provide professional guidance to students in setting and achieving career goals. Prerequisite: Permission of Co-op office. Instructional Support Fee applies. 3 credits. Fall, Spring, Summer.

**CED 220 - Cooperative Work Experience II (3 credits)**

This course offers students an additional opportunity to gain valuable work experience in a different or advanced position. It allows for further enhancement of personal and professional development and improvement in critical thinking skills, communication skills, and self-management skills. CED 220 builds directly upon the work-based learning experience acquired through CED 210, and better prepares students for a satisfying career in the complex and challenging workplaces of the future. The seminar encourages students to seek information related to labor market trends, educational requirements needed for advancement in their careers, and professional organizations and networks in their field. Faculty and employers provide professional guidance, supervision, and assessment of established learning objectives and career goals. Prerequisite: CED 210. Instructional Support Fee applies. 3 credits Fall, Spring, Summer.
CHM - Chemistry

CHM 090 - Introduction to Chemistry (4 credits)
This course is designed for students who have not studied chemistry in high school or need a refresher introductory chemistry course. Topics under the description of CHM 111 will be covered, but somewhat less in depth. Prerequisite: Arithmetic competency and Introductory Algebra competency. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer.

Note: CHM 090 cannot be used to meet the General Education Science requirement nor does it carry degree credits. Grade points earned in this course will NOT be included in GPA calculations.

CHM 111 - General College Chemistry I (4 credits)
This course in fundamentals of modern chemistry is for students not planning to major in science. Topics include the metric system, exponential notation, atomic structure, and the periodic table, the writing and use of chemical equations, stoichiometry of compounds and chemical reactions, the mole, chemical reactivity, properties of chemical bonds, solutions, and acids and bases. The laboratory component provides applications of concepts covered in lecture. Prerequisites: C or better in high school science or CHM 090 and a C or better in high school algebra both within the last five years. Students who have not completed Algebra II in high school should complete the Intermediate Algebra Competency. Three class hours and three laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

CHM 113 - Fundamentals of Chemistry I (4 credits)
This course is designed primarily for students in the health sciences. Topics include theories of chemical bonding, intermolecular forces in solids and liquids, solutions and colligative properties, kinetics, equilibria, acids and bases, thermodynamics, and electrochemistry. The laboratory includes semimicroqualitative analysis along with traditional experimental procedures. Prerequisite: C or better in CHM 111. Three class hours, one recitation hour, and three laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

CHM 115 - Health Science Chemistry I (4 credits)
This course is designed for students in the health sciences. Topics include: a survey of measurements and the metric system; energy and matter; atomic structure and its relationship to chemical bonding; nomenclature; the periodic table; chemical reactivity; the mole and stochiometric relationships; a consideration of the gas laws; solutions (molarity and % concentration); chemical equilibrium; acids and bases with an emphasis on Bronsted theory, pH, and buffers. Prerequisite: One year of high school biology and one year of high school chemistry. Three class hours and three laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

CHM 116 - Health Science Chemistry II (4 credits)
This course is a continuation of CHM 115. Topics include: an introduction to the chemistry of carbon; the hydrocarbons; organic functional groups (their structural and functional characteristics); the relationship of these functional groups to the chemistry of carbohydrates, lipids, proteins, and nucleic acids; protein synthesis; and metabolism. The metabolic pathways of fermentation, glycolysis, the citric acid cycle and the utilization of carbohydrates, lipids, and proteins by these metabolic pathways are discussed. Prerequisite: CHM 115 or its equivalent as determined by the department. Three class hours and three laboratory hours a week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring

CHM 120 - Environmental Chemistry (4 credits)
A one semester course designed primarily for students in an environmental studies program. Topics covered will include areas of inorganic, organic and biochemistry as they pertain to environmental issues and pollution. The formation of toxic substances in the air, water and soil will be discussed including the methods of their formation and how to remedy the problems created by them. Current topics will be included such as acid precipitation, heavy metal deposition, pesticides, polymers (PCB, PVC, etc.) and thermal pollution. Prerequisite: C or better in CHM 111, 112, 113, 114, or 116. Three lecture hours and three laboratory hours per week. Instructional Support Fee
CHM 225 - Biochemistry (4 credits)
This course covers the chemistry of biologically important molecules: amino acids, proteins, carbohydrates, lipids, and nucleic acids. Bioenergetics, biosynthesis, genes, chromosomes, and DNA metabolism round out the course. The lab introduces analytical and synthesis techniques for the biologically significant compounds. Prerequisites: BIO 121, CHM 115, and CHM 116. Three lecture hours and one laboratory hour per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Spring

CHM 235 - Organic Chemistry I (4 credits)
Part one of a two-semester science majors level course on the facts and principles of chemistry as they apply to carbon-based compounds. The course has a mandatory lab that complements the lecture. Topics include re-emphasis of lab safety, mixture separation techniques; spectroscopy; Lewis, Valence and Molecular orbital bonding theory; representing organic compounds; acid-based theory; relationship between structure and properties including polarity, stability, acidity and physical properties; stereochemistry; nomenclature; patterns in the physical and chemical properties of aliphatic cyclic and acyclic alkanes, alkenes, alkyl halides and alcohols; applying the principles of thermodynamics, kinetics and mechanism to substitution, addition, redox and elimination reactions. Prerequisite: CHM 114 with a grade of C or better. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

CHM 236 - Organic Chemistry II (4 credits)
Part two of a two-semester science majors level course on the facts and principles of chemistry as they apply to carbon-based compounds. The course has a mandatory lab that complements the lecture. Topics include re-emphasis of lab safety; synthetic techniques; spectroscopy; patterns in the nomenclature, structure, physical properties, spectra; reactivity; stability, stereochemistry and chemical reactions of conjugated systems, benzene and its derivatives, aromatic systems, ethers, carbonyls, amines, carboxylic acids, esters, amides; acid chlorides; anhydrides; nitriles, enols, steroids, lipids, carbohydrates and amino acids; applying the principles of thermodynamics, kinetics and reaction mechanisms to the substitution addition, redox, condensation and elimination reactions of these compounds. Prerequisite(s): CHM 235 with a grade of C or better. Three lecture and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

CIS 105 - Hardware Fundamentals (1 credit)
This course introduces the student to the fundamentals of computer hardware that lay a foundation for their other courses in computers. Students develop an understanding of the fundamentals involved in buying, building and maintaining a computer. One class hour per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0) 1 credit Fall, Spring

CIS 106 - Operating System Scripting (1 credit)
This course teaches the student how to plan, write, and debug scripts for the purpose of automating operating system tasks. Topics include use of parameters, string comparison testing, piping, input and output redirection, file manipulation, use of environmental variables, looping, if tests, running a script from a script, and using shift. Prerequisite: CIS 121 with a grade of C or better; Co-requisite: CIS 120, or permission of the instructor. One hour of lecture per week. Instructional Support Fee applies. 1 credit Fall, Spring

CIS 110 - Basic Computing Skills (3 credits)
Students are introduced to computers and to business applications with emphasis on applications and Windows Explorer. Students learn to use applications individually and to use multiple applications to develop a project. Students learn to use email effectively and to do research on the Internet using multiple browsers and their advanced features. Students will use the Microsoft Windows operating system and the current version of Microsoft Office. This course is designed for students with no prior computing experience and is not part of any CIS options. It is not open to students who have successfully completed or currently enrolled for credit in CIS 111. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

CIS 111 - Introduction to Business Information Systems (3 credits)
This course deals with fundamental computer concepts applicable to business and management, including software, problem solving, case studies, business models, and computer systems analysis and design, as well as basic computer applications. Students will use the Microsoft Windows operating system and the current version of Microsoft Office. Students will learn to work with a spreadsheet, a database management system, word processing and presentation software and to apply these skills to the functional areas of organizations. Case studies will be drawn from accounting, finance, marketing, information systems, operation management, and other areas of business. Students learn how to use the Web successfully to research information. Basic familiarity
with computers is recommended: students without this knowledge should consider taking CIS 110 prior to this course. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

CIS 112 - Advanced Business Information Systems (3 credits)

This course includes an in-depth study of a spreadsheet package, including its database and graphic capabilities, and its logical functions and macro capabilities. A study of a leading word processing package, including its graphic/desktop-publishing features is included. Students work with an integrated office package and learn how to convert, link, and embed data between the word processor and spreadsheet programs. Other business applications are included. Basic familiarity with Word and Excel is recommended; students without this knowledge should consider taking CIS 111. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 113 - Hospitality Management Information Systems (3 credits)

This course will give the student basic computer skills in operating systems, word processors and spreadsheets. In addition, the student will learn to use the Internet as a tool for searching and for e-mail. The student will be introduced to the wide variety of support software that is available to automate many functions that must be performed. The student will learn to evaluate the functions and processing in hospitality software packages and to make knowledgeable decisions about these packages. The student will work hands-on with software packages to better understand their functions and capabilities. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIS 120 - Programming: Logic, Design and Implementation (3 credits)

This course teaches the fundamentals of programming logic, design and implementation. Students learn to think logically and design programs. Examples are implemented in several languages giving students an understanding of how languages work to implement the programmer's logic and design. Students with no programming background are strongly encouraged to take this course before pursuing other languages. Three class hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0), First Year Experience (9.0) 3 credits Fall, Spring, Summer

CIS 121 - Operating Systems (3 credits)

This course gives students an understanding of popular computer operating systems. The operating systems covered include Windows and Linux. The course leads students through basic and advanced file management tasks from a command line interface as well as from a graphical interface. Topics are covered from both an end-user and an administrative standpoint. Topics covered include hard disk management, desktop security awareness, and system configuration. Three class hours a week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits. Fall, Spring, Summer.

CIS 122 - Internet Developer (3 credits)

The course emphasizes the technical design, development, and implementation of effective Web sites, and students learn what makes a Web site work effectively. The course teaches XHTML, HTML, and CSS and introduces JavaScript. It also introduces software to develop and maintain web sites. Students develop and maintain their own web sites using these development techniques. In addition, students learn to work effectively with Internet navigation, access tools, and analyze the techniques to attract viewers to their web sites. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits. Fall, Spring.

CIS 123 - Object-Oriented Concepts (3 credits)

This course is an introduction to the use of object-oriented concepts for software development. It prepares students for the CIS 157 Object-Oriented Java Programming course. The course concentrates on objects and discusses very little Java syntax. It discusses the object-oriented paradigm in detail with particular emphasis on classes, objects, and the use of objects in user applications and applets. The course introduces encapsulation, inheritance, arrays of objects, and polymorphism. Students learn how to design classes and display the interaction of objects in visual form using the Unified Modeling Language. The course introduces several concepts from procedural programming such as primitive data types, assignment, conditionals, and repetitive loops. Three class hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0), First Year Experience (9.0) 3 credits Fall

CIS 128 - Introduction to Digital Audio Recording (3 credits)

This course introduces students to the fundamentals of computer technologies to create audio productions for business, multimedia, and other applications. Students explore popular software applications, hardware and software compatibility, and understand their uses for MIDI programming and digital recording. By creating soundtracks, optimized voice-over recordings, and other projects, students develop an understanding of sound recording technology. Three class hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring
CIS 131 - Windows Server Administration I (3 credits)
In this course students will learn to administer a Windows network from a Windows Server. The class will focus on managing user accounts, group accounts, folders, files, and object security. They will learn to secure network resources with shared folder permissions and NTFS permissions. Students will also implement user profiles, user logon scripts and setup and administer network printing. Students will be provided with the knowledge and skills necessary to perform post-installation and day-to-day administration tasks in a Windows Client-Server-based network. Pre- or co-requisite: CIS 121 or permission of the instructor. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Spring

CIS 132 - Introduction to UNIX/Linux and Shell Programming (3 credits)
This course introduces students to the fundamentals of the UNIX/Linux operating system and shell programming. It provides an overview of the history of UNIX/Linux and an explanation of operating systems. The course covers in detail basic commands, the vi editor, the file structure, the shell environment, and shell scripts. Prerequisite or co-requisite: CIS 121 or permission of the instructor. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall, Spring

CIS 133 - UNIX/Linux System Administration I (3 credits)
This course covers the installation, administration and maintenance of a UNIX/Linux file server. The required hardware, system and network configurations will be discussed. Both LAN and WAN connections to the server will be covered before the installation procedure is presented in detail. Starting, controlling and shutting down the server will be covered, and each student will have hands on experience with their own server. User administration, as well as the UNIX/Linux file system organization and security features, are introduced after the student servers are functioning on the network. Process, mail management and performance tuning issues are also discussed near the end of the course. The course will use a computer lab where each student will have individual access to a UNIX/Linux server. Prerequisite: CIS 132 with a C or better or permission of the instructor. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIS 134 - Networking Technologies (4 credits)
This course introduces students to data communications and networking concepts as they relate to both local and wide area networks. The framework for the lectures is the OSI reference model. It presents data translation, transmission media, and data transmission as well as network structures, topologies, physical layouts, and communication protocols. The course discusses the popular protocol stacks, firewalls, name resolution, and proxy servers. It discusses in detail the Internet and IP addressing. It also covers the material in the current CompTIA Network+ Exam. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall, Spring

CIS 148 - Programming in C# (3 credits)
This course introduces the object-oriented programming language C#. Students learn to write programs to solve practical problems and work in the Visual Studio environment. Three lecture hours and three laboratory hours per week. Prerequisite: CIS 120 recommended. Instructional Support Fee applies. 3 credits Fall

CIS 150 - Oracle and SQL (3 credits)
This course is an introduction to the Oracle data base. Students will learn to work with Oracle and the structured query language SQL as they design, manipulate and access the data base. In addition, the concepts and design of relational databases will be analyzed and implemented. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 152 - Database Programming and Management with Access (3 credits)
This course teaches students the concepts of a relational database system. Students learn to work with a variety of Access components including Structured Query Language and Data Access Objects. Students analyze, design, develop, manage, and execute projects in this powerful database environment. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 155 - Introduction to C++ Programming (3 credits)
Based on the C programming language, C++ is an improved version of C that takes the C language to the next evolution of programming languages. Proper program design using structured programming techniques is emphasized, as well as the C++ syntax. The course covers data basics, C++ operators, loops, branching, function, arrays, pointers, structures, and file processing. Three class hours a week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 156 - Visual Basic (3 credits)
This course will cover object-oriented Visual Basic. The student is taught to analyze a programming problem, design a logical solution, and write and execute the program using Visual Basic. The course will emphasize the strengths of Visual Basic and its wide variety of uses as well as covering a wide range of programming
applications. Three class hours a week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Spring

**CIS 157 - Object-Oriented JAVA Programming I (4 credits)**

The course covers basic concepts in programming and an introduction to the object paradigm. It introduces the concepts of the object paradigm and teaches students how to design and implement simple programs in an object-oriented language. The course also covers the basics of using computers and basic software tools to develop programs. Pre- or co-requisite: CIS 123 or permission of the instructor. Three class hours and two lab hours per week. Instructional Support Fee applies. Competency Met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Fall

**CIS 158 - Introduction to Procedural Programming (4 credits)**

Procedural Programming (C/C++) under Unix. Data types, variable declarations, arithmetic expressions, conditional statements, macros, function prototypes, standard libraries, file processing, pointers, structures, unions and dynamic memory management are discussed. Unix file system, shell scripts, input/output redirection, piping, programming with standard I/O and Unix system calls will be covered. Three class hours and two lab hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall, Spring

**CIS 159 - MySQL and PHP (3 credits)**

Students in this course learn to work with the open source database MySQL. They learn the concepts of creating a relational open source database using standard query techniques, including SQL and PHP and maintaining the database using SQL and PHP. Three class hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Spring

**CIS 160 - The Microcomputer Environment (3 credits)**

This course covers the operating system requirements for the CompTIA A+ certification. It concentrates on file and memory management using the diagnostic and troubleshooting tools available in the operating systems covered. The course also covers installation, configuration, and upgrading of the three operating systems. Pre or co-requisite: CIS 121 or permission of the instructor. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall, Spring

**CIS 161 - Database Design (3 credits)**

This course covers database design theory and practice. Students learn to analyze a situation and use solid database design principles to develop a database solution. The course covers concepts of the relational database model, entity-relationship diagrams, data structure, and data integrity. It also introduces students to current topics in database design and development. Three class hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

**CIS 162 - Applications for Web Development (3 credits)**

This course provides students with advanced Web theory and graphics. Students will learn how to analyze the needs and desires of the client or company as related to its Web presence and translate these objectives and goals into appropriate Web architecture. Students will also explore e-commerce issues relevant to this design. Students will work with software packages for graphics and Web page creation and learn to implement the graphic and interactive needs into the Web architecture. Pre or co-requisite: CIS 122 and CIT 131, or permission of instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

**CIS 231 - Windows Server Administration II (3 credits)**

In this course the student will install and configure a Windows server. Topics will include Network Protocols, Active Directory and Dynamic Host Configuration Services. Students will learn how to install and configure network services on the server, manage partitions, and to create and administer system policies. Other topics covered include auditing system resources and events, using Windows Diagnostics and monitoring system performance. Students will be provided with the knowledge and skills necessary to install, configure and maintain a Windows server in a Windows based network. Prerequisite: CIS 131 with a C or better or permission of the instructor. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

**CIS 232 - Unix/Linux System Administration II (4 credits)**

This course builds on the Linux server and Linux client administration skills learned in previous coursework. After installing a Linux server, students manage network services. These include DNS, DHCP, file and print services, Web services, directory services, and firewall services. Samba server and Samba client is installed and configured to allow Linux and Windows computers to share resources. Students also install and configure Apache Web server on a Linux server and learn to administer the Web server. Firewall services and LDAP are installed and configured to allow secure access to services. Prerequisite: CIS 133 and CIS 231 both with a grade of C or better, or permission of the instructor. Four hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall
CIS 233 - Routing and Router Configuration (4 credits)

This course provides an in-depth examination of routing and router configuration as used on WANs and, specifically, the Internet. The course covers layers 2, 3, and 4 of the OSI Model. Students gain the basic knowledge to plan, implement, and control routers connecting several networks using a variety of protocols. TCP/IP and the protocols used to run and manage today's routers is covered in depth as well as commands used to implement, configure, and manage these protocols. Prerequisite: CIS 134 with a C or better or permission of the instructor. Four hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Spring

CIS 250 - Interactive Websites (3 credits)

In this course, students create interactive Web sites using a variety of software that is current in the field. Web development is growing and changing with a wide variety of programming languages and frameworks being developed. Students will work with a variety of languages and tools as they develop sites. Students will also work with server-side data storage and retrieval. Prerequisite: CIS 120 and CIS 122 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Spring

CIS 255 - C++ Object Oriented Programming (3 credits)

C++ is a widely used programming language for application development. In this course, the students learn a language that has many practical uses in the real world. The course introduces C++ syntax and functions not found in the traditional C. The fundamental concepts of the object-oriented paradigm are introduced and object-oriented programming is stressed in place of traditional structured programming. Object arrays, pointers to objects, and linked lists of objects are the focus of the class. Prerequisite: CIS 155 or permission of the instructor. Three class hours a week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 256 - Advanced Visual Basic (3 credits)

In the second semester of Visual Basic, the student will learn to program with the advanced features available in Visual Basic and will focus on the logic involved in developing professional programs. The features covered will include user interfaces, controls including ActiveX controls, databases, object-oriented programming, VBScript and the Internet. Prerequisite: CIS 156 or permission of the instructor. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 257 - Object-Oriented JAVA Programming II (4 credits)

The course addresses software development using advanced object-oriented concepts and JAVA. It covers concurrency and synchronization issues and advanced topics of the object paradigm such as inheritance and polymorphism. It introduces the programming of graphics using JAVA Swing classes and examines File Streams and I/O Processing in detail. It compares the procedural paradigm with the object paradigm. It also addresses issues of programming with multiple processes and programming of systems with exception-handling capabilities. These concepts are introduced in the context of developing software using software tools, including libraries of components. Prerequisite: CIS 157. Three lecture hours and two lab hours per week. Approximately 3-5 hours per week of computer time will be required to complete the programming assignments. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Spring

CIS 258 - Advanced Interactive Programming (3 credits)

In this course, students write advanced programs and scripts for server-side Web development, building on the framework laid in previous courses. They increase their ability to use language and frameworks effectively in developing for a variety of mobile devices as well as laptop and desktop computers. The Web sites they build effectively support databases, data collection and passing, selection and advanced web handling. Prerequisite: CIS 120 and CIS 159 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall

CIS 260 - Software Specification and Design (4 credits)

This course covers object-oriented analysis and design, methodologies and tools. It focuses on methodologies of specification and design of software systems. It addresses the issues of user interface design and software prototyping. The course also presents the state of the art in the tool and environments supporting the front end of the software development cycle. Prerequisite: CIS 158 or CIS 257 or permission of the instructor. Three lecture hours and two lab hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Spring

CIS 261 - Introduction to Computer Systems (4 credits)

This course is an introduction to major components of computer systems. The course introduces fundamental concepts of computing systems such as binary arithmetic and data representation, the Von Neumann model for processing computer programs, the operation of memory, instruction set, and machine and assembly language.
programming. It systematically presents the levels of transformations from machine language to assembly language to high-level language. The course studies the role of such systems software components as assemblers, compilers, linkers, loaders, and operating systems. The course has a strong project component. Pre or co-requisite: CIS 158 or permission of the instructor. Co-requisite: MTH 243. Three lecture hours and two lab hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall

CIS 262 - Computer Organization and Design (4 credits)

Laws of computer organization and design for RISC architectures. Interfaces between hardware and software are studied. Influence of instruction set on performance is presented. Design of a processor with pipelining is analyzed. Computer arithmetic is studied. Memory hierarchy and their influence on performance are documented. Elements of interfacing and I/O organization are included. The course has design, implementation, and analytical components. Prerequisite: CIS 261 or permission of the instructor. Three lecture hours and two lab hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Spring

CIS 263 - Information Systems Seminar (1 credit)

Students develop their skills in a variety of computing areas, research career options, and develop a project that demonstrates the programming, database, and other skills they have acquired. Students develop a professional level Web portfolio using a variety of computing skills. Prerequisite: Enrolled in or have taken a second-semester programming course and a database course or permission of the instructor. One lecture hour per week. 1 credit Spring

CIS 270 - Systems Analysis and Design Seminar (3 credits)

Analyzing and designing effective business systems are the focus of this course. Emphasis is placed on today's tools for analyzing business problems, designing solutions and documenting the results. The student will learn the effective use of systems tools, the use and integration of microcomputer applications, the development of an effective database, and they will develop an understanding of the analysis and design processes. Pre or co-requisite: CIS 150 or CIS 152 or CIS 159 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIS 271 - Network Installation and Configuration Seminar (4 credits)

This is a hands-on capstone course. It covers installation and upgrade procedures for current server operating systems. An Internetwork is planned, designed, implemented, managed, and documented. The network includes print, file and web hosting services as well as other current network services. Prerequisite: CIS 231 with a grade of C or better; Pre or co-requisite: CIT 150 and CIS 232 and CIS 233 or permission of instructor. Four hours of lecture per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Spring

CIS 272 - Program Development Seminar (3 credits)

Student learn to analyze difficult programming problems and develop traditional or web based solutions for them. The course deals with sophisticated concepts of logic, program development, and data structures. It also covers the programming life-cycle and the concepts applicable to the development of standard and web based solutions. Students develop and implement individual programming projects using the languages they have learned. Two prerequisites or one pre and one co-requisite from the following: CIS 250, CIS 255, CIS 256, CIS 257, CIS 258 or permission of the instructor. Three class hours a week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Spring

CIS 273 - Internet Seminar (3 credits)

This is the capstone course in the Web Developer option. Students combine and integrate all they have learned about creating, maintaining, and managing interactive sites. They design a professional web site including databases, graphics and interactive components for mobile and desktop/laptop devices. They install it on a web server host and maintain the web site. Prerequisite: CIS 159 and CIS 250, Pre or co-requisite: CIS 258 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIS 283 - Selected Topics in CIS (3 credits)

A Distance Learning course that offers students the opportunity to take selected courses via the Web. The list of courses available for a particular semester will be published prior to each semester when the course is being offered. Students select the curriculum they will complete from the published list of options. The student will then follow the Web based learning criteria for the selected course and receive credit for that course. There will be one orientation meeting at the beginning of the semester. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Not offered every year.

CIT - Computer Information Technology

CIT 102 - Security Awareness (1 credit)

This course introduces students to security and data confidentiality. The course presents a broad overview to help the student become more aware of computer security.
Topics include securing data, confidentiality, integrity of data, password policies, and issues related to liability. One hour of lecture per week. Instructional Support Fee applies. 1 credit Spring

**CIT 113 - Applied Technology Exploration (3 credits)**

This course gives students hands-on experiences in a wide variety of technology applications. The students work with projects in areas such as web design and development, social networking, multimedia, logic, programming, operation systems and databases. The students will also explore issues of security, privacy, ethics and networking. Throughout this course students develop an understanding of the components of information technology systems and will explore career opportunities in technology. Three lecture hours per week. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

**CIT 121 - Information Technology Fluency I (3 credits)**

This course introduces students to the technical and application concepts of information technology. The students develop a basic understanding of computing, operating systems, application packages in word processing and Excel and the basics of developing a web site. Students continue to acquire the intellectual knowledge as well as the concepts, skills, and the capabilities essential to a deep understanding of information technology. This course is the first of three courses needed to fulfill this objective. Three lecture hours per week. Instructional Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

**CIT 122 - Information Technology Fluency II (3 credits)**

This course introduces students to logic and problem solving in the computing environment. Students develop a basic idea of programming, communicating with data, debugging, and solving computing problems. Students continue to acquire the intellectual knowledge as well as the concepts, skills, and capabilities essential to a deep understanding of information technology. This course is the second of three courses needed to fulfill this objective. Prerequisite: CIT 121 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

**CIT 131 - Business Creativity (3 credits)**

Business Creativity introduces students to basic graphic design and typographic principles in a computerized business environment. The course will give students the background necessary to identify and later apply these principles to create effective and aesthetically pleasing forms of computerized visual business communications. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring.

**CIT 132 - Desktop Publishing (3 credits)**

The course covers the most common application packages used in business communications and commercial publishing. The student learns to combine text and graphics to create effective advertisements, brochures, newsletters, newspaper pages, and other printed material. An understanding of the printing process is developed so the student knows what is needed for professionally printed documents. Pre or co-requisite: CIT 131 or permission of the instructor. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

**CIT 133 - Electronic Publishing (3 credits)**

This course provides an introduction to electronic imaging, manipulating graphics, and presentation software. The class includes a module devoted to applications on the World Wide Web and covers how to combine graphics and text imported from a variety of files and applications. Emphasis is placed on designing and developing professionally finished products. Pre or co-requisite: CIS 162 or permission of instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

**CIT 134 - Social Media and the Web (3 credits)**

Students will learn how to use social media as an effective promotional outlet. They will also increase their social media knowledge base via a variety of strategies and techniques. Topics covered will include YouTube, LinkedIn, Twitter, Facebook, etc. Pre or co-requisite BUS 115. Three lecture hours per week. 3 credits Spring

**CIT 136 - Web Development for Mobile Devices (3 credits)**

Students use HTML5, JavaScript, and a JavaScript framework to develop web applications for implementation on mobile devices. Students use server-side scripting to connect to and access database information. Pre-requisite: CIS 122; pre or co-requisite: CIS 159 or permission of instructor. Three lecture hours per week. 3 credits Fall

**CIT 140 - Electronic Game Development I (3 credits)**

This course is an overview of electronic game development that takes students from the conception of electronic games in the 1970s up through the next generation console and PC games of today. Students study the game design process, the research and development of the game, and prepare a game proposal. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall
CIT 141 - Visual Concepts for Game Designers (3 credits)
This course is an introduction to visual concepts and the software that supports their development. Students will learn what game developers need to create the realistic visuals seen in many popular games titles. Emphasis is placed on concepts needed to create actual assets for use in actual games. Pre- or co-requisite: CIT 140. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring

CIT 142 - Computer Game Level Building (3 credits)
This course provides an introduction to planning and building game levels with a level editor. Students learn the importance of good level building and puzzle creation. Students are exposed to more than one level editor, and their strengths and weakness will be discussed. Pre or co-requisite: CIT 140 or permission of the instructor. Three class hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring

CIT 143 - Programming for Game Developers I (3 credits)
This course introduces programming for game developers. Students learn the basics of game programming using a popular game programming language and start out creating simple text games and move on to windows programming with an introduction to DirectX. The student leaves this course with a basic understanding of programming and the basic programming skills to start programming games. Prerequisite: CIT 140 and CIS 120 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 3 credits Fall, Spring

CIT 141 and CIT 142 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring

CIT 145 - Introduction to Multimedia Development (3 credits)
This course introduces the principles and practices of multimedia development in the classroom. An overview of the multimedia development process is presented, emphasizing the integration of various multimedia elements into a single cohesive project. Topics covered include multimedia fundamentals, the multimedia development process, the development of graphics and multimedia programs. Emphasis is placed on learning the technical skills to utilize the multimedia software effectively to create business presentations and demonstrations. Prerequisite: CIS 162 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 146 - Electronic Game Development II (3 credits)
This course is a continuation of CIT 145 and focuses on more advanced concepts of multimedia development and production. Students work on scripting and developing characters, as well as exploring and understanding the concepts of game shells and game engines. Prerequisite: CIT 141 and CIT 142 or permission of the instructor. Three class hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 150 - Cyber Security Principles (3 credits)
This course introduces the principles and practices of cyber security in computer networks. It covers the foundations of securing computer networks, including cryptography models, authentication, communications security, infrastructure security, operational and organizational security. Students learn the risks, threats, hazards, and concerns of computer networks and enhance their abilities to perform security research. Prerequisite: CIS 134 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring

CIT 155 - Introduction to Computer Forensics (3 credits)
This is an introductory course in computer and digital forensics. The course covers the principles, procedures, and techniques used in computer forensic crime investigations. Topics include understanding computer investigations, current computer forensics tools, processing crime and incident scenes, and digital evidence controls. Students are introduced to file systems, data acquisition, and computer forensics analysis. Three hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 231 - Introduction to Multimedia Development (3 credits)
Multimedia allows the development of dynamic presentations involving sound, motion, and interactivity. In this course, students learn to prepare business presentations using specialized programs. Emphasis is placed on learning the technical skills to utilize the multimedia software effectively to create business presentations and demonstrations. Prerequisite: CIT 141 and CIT 142 or permission of the instructor. Three hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 240 - Modding I (3 credits)
A mod can be anything from a simple game modification to new levels or even to a new game. This course examines the mod community online. The goal is to understand what it takes to make a top-notch mod. Aspiring game developers can choose from hundreds of semiformal mod groups to study. Students seek out existing mods and reviews them with a critical eye. Prerequisites: CIT 141 and CIT 142 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 241 - Electronic Game Development II (3 credits)
This course is a continuation of CIT 140 and focuses on more advanced concepts of game development and production. Students work on scripting and developing characters, as well as exploring and understanding the concepts of game shells and game engines. Prerequisite: CIT 141 and CIT 142 or permission of the instructor. Three class hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring
CIT 243 - Game and Sound Production (3 credits)
This is a project-oriented course. Students work together to create an end product. Students gain an understanding of sound and how to effectively incorporate it into games. At the end of the course, students will develop and disseminate a simple game. Prerequisite: CIT 241 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 245 - Game Design on Paper (3 credits)
In this course, students create games on paper only. Understanding the history of paper games is a key to understanding game design. The course includes analysis of games ranging from Tic-Tac-Toe to Dungeons and Dragons. No computers are used in the course. Prerequisites: CIT 140 and ENG 101, or permission of instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 246 - Modding II (3 credits)
Students collaborate on a complete game level mod in this course, developing it from start to finish. The course emphasizes using an existing mod and adding and modifying elements with a focus on gameplay. Students also develop supporting materials that can be used to promote their mod. Prerequisites: CIT 240 and CIT 245 or permission of the instructor. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 247 - Pre-Production Game Development (3 credits)
In this project-oriented course, students work together to design and plan the development cycle of one or more games, which they will develop cooperatively in CIT 276. Students learn to write a game proposal and to schedule development resources. Students examine various game development tools used to create all the necessary game assets. Pre or co-requisite: CIT 241 or CIT 242 and CIT 260 or permission of the instructor. Three hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 248 - Data Structures in the Game Environment (3 credits)
This is the third of a sequence of programming courses, following CIT 143 and CIT 242. This course focuses on data structures and algorithms commonly used in computer games. Topics include tables, lists, trees, queues, and stacks, as well as algorithm analysis. Prerequisite: CIT 242 or permission of instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 250 - Cyber Defense and Firewall Security (3 credits)
This course explores the role of firewalls in building a secure Local Area Network. Students learn how firewalls fit into network security, the role they play, and how they can be effectively combined with other security components to enhance network security. Topics include planning, installation, building, and maintenance of a firewall as well as decision making and trouble-shooting firewall issues. Prerequisite: CIT 150 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 251 - Operating Systems Vulnerability Management & Risk (3 credits)
This course covers operating system security, including Internet and email security, border security, and wireless security. It also covers a variety of operating systems to assure that the student's knowledge extends to multiple platforms. Prerequisite: CIT 150 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 252 - Critical Security Controls (3 credits)
This course emphasizes the creation and maintenance of a secure information system. Students learn how to integrate security during the development of an information system and how to preserve the security during the complete IS life cycle. Students also learn how to create, implement, and test a disaster recovery plan and the related procedures. Prerequisite: CIT 150 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 255 - Advanced Computer Forensics (4 credits)
This course expands on topics covered in CIT 155 and discusses advanced topics in computer and digital forensics analysis. The course focuses on the areas of data acquisition, computer forensics analysis, recovering image files, network forensics, mobile devices, and email investigations, as well as the boot process and file system of Macintosh and Linux computers. Prerequisite: CIS 134 and CIT 155 or permission of the instructor. Three hours of lecture and two hours of laboratory per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall

CIT 256 - File System Forensic Analysis (3 credits)
This course discusses how data is stored on disk and where and how digital evidence can be found on the disk. The majority of digital evidence is found on a disk and knowing how and why the evidence exists can help an investigator to provide testimony in a more knowledgeable
manner. Basic concepts and theory of a volume and file system are covered and applied to an investigation. The course also explores analysis techniques and special considerations that the investigator should make based on the file system. In addition, the data structures associated with volume and file systems are given and disk images are analyzed. The phases and guidelines of a digital investigation are also presented. Prerequisites: CIT 155 and CIS 106 CIS 134, or permission of the instructor. Three hours of lecture per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 260 - Topics in Game Programming (3 credits)
This course covers a variety of issues that are important in game development. Topics include artificial intelligence, game world dynamics, human interfaces, and supporting tools. The course incorporates new developments in the programming area as they emerge. Students use their foundation in C++ to apply each topic to a computer game program. Prerequisite: CIT 242 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall

CIT 261 - Fundamentals of Game Engine Design (3 credits)
This course covers various components of game engine design. A well-designed game engine handles processing and reduces the unique coding requirements, making the game more efficient and effective. Students learn how to put together a game engine that can be used by multiple games. The course addresses such aspects of game engines as graphics, sound, input, and tools. Pre or co-requisite: CIT 242 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 262 - Advanced Game Analysis (3 credits)
In this course, students examine current computer and console games with a critical eye. This process solidifies their experience in mod development and game design. Students increase the depth of their understanding by continual review of a variety of games. The course also focuses on developing student awareness of the differing quality levels of games. Prerequisite: CIT 246 or permission of instructor. Three class hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 270 - Seminar in Desktop Publishing, Imaging and Multimedia Design (3 credits)
By working in design teams on multifaceted projects, this course will allow students to apply their skills in creative design, desktop publishing, electronic imaging, and multimedia applications by developing projects needed by businesses, industries, and the community. Students will master at least one suite of design and/or multimedia products, and will produce professional quality work which then may be printed, distributed electronically, and/or accessed via the internet, CD or kiosk. Prerequisites: CIT 131, CIT 132, CIT 133 and CIT 231, or permission of instructor. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Spring

CIT 274 - Cyber Security and Forensics Seminar (4 credits)
This hands-on capstone course provides students with the opportunity to use the computer security and computer forensics skills they have developed to work on a comprehensive capstone project. Students will plan, design, implement, manage, and document an intranetwork such that access to internal services, both to the LAN and the Internet, can be allowed or denied in a secure manner. Students will work with firewalls, disaster recovery plans, a public key server for access to data and email encryption as well as a plan for performing system updates and virus and spyware protection. Students will work with forensically sound procedures in collecting, analyzing, and documenting digital evidence. Prerequisite(s): CIT 250 and CIT 251; pre or co-requisite(s): CIT 252, CIT 255 or permission of the instructor. Three lecture and two lab hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Spring

CIT 275 - Computer Forensics Seminar (4 credits)
This is a capstone course in the Computer Forensics option. It allows students to use the computer forensics skills they have developed to work on a comprehensive capstone project. The project includes case studies in which the student is expected to use forensically sound procedures in collecting, analyzing, and documenting all digital evidence. Prerequisite: CIT 255 with a grade of C or better; Pre or co-requisite: CIT 256. Three hours of lecture and two hours of laboratory per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0) 4 credits Spring

CIT 276 - Game Production (4 credits)
This project-oriented course brings together all components of the game development program to create a unique game. At the end of the course, students each have a game that they can show to prospective employers. Prerequisite: CIT 247. Two lecture hours and four laboratory hours per week. Instructional Support Fee applies. 4 credits Spring

CIT 277 - Cybersecurity Capstone (3 credits)
The capstone course for the Cybersecurity Certificate is a practical application of the control framework that guides an information security plan. It includes boundary
controls, access controls, integrity controls, cryptographic
controls and auditing controls. Prerequisite(s): CIT 250,
CIT 251, pre or co-requisite(s): CIT 252 or permission of
instructor. Three lecture hours per week.

3 credits Spring

COM - Communication

COM 101 - Fundamentals of Public Speaking (3
credits)

In this course, students study and apply theoretical
concepts of communicating in public settings to diverse
audiences. Students research, organize, write, and deliver
oral presentations for a variety of purposes. Techniques to
address public speaking apprehension, critical thinking,
information literacy, and technology skills, verbal and non-
verbal communication, and active listening are covered in
this course. Prerequisite: A passing score on the College's
Reading and English placement tests; or concurrent
registration in ENG 090 and RDG 090 or permission of
the department chair. Three lecture hours per week.
Competency met: Oral Communication (2.2), Humanities
(6.0) 3 credits Fall, Spring, Summer

COM 106 - Introduction to Communication and
College Success (3 credits)

Strategies and resources that promote college success are
explored and applied to communication in this
foundational course for communication majors. Students
explore the fundamentals of human communication,
especially the process of exchanging meaning. The course
also examines aspects of communication including theory,
interpersonal, nonverbal, mass media and organizational
communication, and the impact of emerging technologies
on communication. Students examine careers in the field,
acquire technical competencies needed to be successful in
communication, and conduct both academic and Internet
research. Pre or co-requisite: ENG 101. Competency met:
First Year Experience (9.0). Three hours of lecture per
week. 3 credits Fall, Spring

COM 107 - Professional Speaking (3 credits)

This course is a study of speaking technique involving
specific professional language, appropriate oral
presentation, and visual aids. Speeches are delivered and
evaluated. Prerequisite(s): Passing scores on the College's
Reading and English placement tests; or concurrent
registration in ENG 090 and/or RDG 090, or permission of
the department chair. Three lecture hours per week.
Competency met: Oral Communication (2.2), Humanities (6.0) 3 credits Fall, Spring, Summer. Oral Communication - Early Childhood,
Elementary Education, and Human Services only.

COM 108 - Argumentation and Debate (3 credits)

This course focuses on the theory, methodology, and
practice of critical thinking, listening, and analysis of oral
refutation. It examines both the substance and technical
aspects of argumentative discourse by exploring the
effective use of claims, fallacies, and rhetorical
strategies. Students become well versed in a wide scope of
debate formats, including parliamentary, policy, value,
Lincoln-Douglas, judicial, and international. Three lecture
hours per week. Competency met: Critical Analysis (1.0),
Oral Communication (2.2), Humanities (6.0) 3 credits Not
offered every year.

COM 109 - Television Production (3 credits)

This course addresses the fundamental principles of
television production. Students produce media using both
studio and field equipment, learning studio and control
room operating procedures, basic lighting, camera
operation, script writing, and nonlinear editing using Final
Cut Pro or equivalent. Students organize materials and
projects using the Mac OS operating system; backup media
on external hard drives, flash drives and/or DVDs; and
upload projects to an online video server. Students identify message, audience, and goal for each project and consider ethical aspects related to the field of television production. Pre or co-requisite: ENG 101. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

COM 159 - Video Field Production and Editing (3 credits)

Students learn basic concepts of digital video field production and editing and gain hands-on experience through assignments that take them from initial planning of a project through location shooting and final editing. The course addresses pre-production planning, shot composition, lighting and audio on location, and linear editing concepts and techniques. Emphasis is on pre and post-production planning and editing and project completion. Students prepare their projects for distribution through different forms of media and uploading to the internet. Pre or co-requisite: ENG 101. Three lecture hours per week. 3 credits Fall, Spring

COM 160 - Intercultural Communication (3 credits)

This course focuses on the human communications process as it occurs at the intercultural level in order to assist the student to engage in successful cross-cultural interaction. Attention will be given to differences and similarities in the patterns of communication across national cultures (for example, Americans and Japanese), as well as between members of different cultures within the same nation (for example, Portuguese Americans and African Americans). Pre or co-requisite: ENG 101. Competency met: Oral Communication (2.2), Multicultural Perspective (5.3), Humanities (6.0) 3 credits. Fall, Spring, Summer

COM 212 - Field Experience - Student Newspaper Practicum (3 credits)

This course provides students experiential learning through the production of the student newspaper, with targeted instruction and guidance provided by a Communication Instructor who teaches COM 112 News Writing and Reporting and the Faculty/Staff Adviser of the student newspaper, The Observer. This course will combine the academic study of journalism with the practical elements of an on-campus internship with The Observer. Students will develop and advance their skills in writing, editing, graphic design, photography and/or the business aspects of newspaper production. This will complement their academic preparation and will help build their portfolio and résumé. Prerequisite: ENG 101 and pre or co-requisite of COM 112, and/or permission of the instructor(s) and Communication program director. 3 credits Fall, Spring

COM 241 - Public Relations (3 credits)

This course introduces students to the principles and practices of public relations. Students review historical aspects of the discipline and the theoretical foundation that informs the practice. The course helps students identify the skills and expertise that public relations professionals develop in order to be effective for their agency, nonprofit organization, or corporation. The course examines how institutions relate to their various publics and explores traditional public relations functions such as media relations, publications, crisis communication, special events, community relations, and other areas. Course discussion addresses ethical dilemmas, 24/7 deadlines, growing global demands, and the significant effects of new technologies on the profession. This course gives students a foundation for entering careers in public relations. Prerequisite: ENG 101. Three class hours per week. 3 credits Fall, Spring, Summer

COM 260 - Special Topics in Communication (1 credit)

This course examines a contemporary issue or theme related to journalism/mass media or organizational communication. Students explore and discuss, in depth, a topic selected on the basis of timeliness, impact on society, student interest, and faculty expertise. Topics may include Ethics and Current Practices in International Media Relations, Implications of New Media on the Right to Privacy, Media Consolidation: What it Means for Consumers, Communicating with Employees of Global Corporations: Two Perspectives, Challenges of "Round the Clock" Deadlines on Journalistic Integrity. Prerequisite: ENG 101 or permission of instructor. One lecture hour per week. 1 credit Not offered every year.

CRJ - Criminal Justice

CRJ 101 - Introduction to Criminal Justice (3 credits)

This is a survey course designed to provide students with an overview of the criminal justice system. The principles and practices of police, courts, and corrections are examined. The constitutional basis of our system of justice is explored and emphasized. This course provides the foundation needed for more advanced coursework. Pre or co-requisite: ENG 101. Three lecture hours per week. 3 credits Fall

CRJ 113 - Criminal Law (3 credits)

Primary focus is on the substantive law. General legal principles applicable throughout the majority of the states are covered as well as the substantive law of the Commonwealth of Massachusetts. The nature and development of criminal law and legal systems, jurisdiction, the criminal act, the criminal state of mind and matters affecting responsibility are studied. Pre or co-requisite: ENG 101. Three lecture hours per week. Competency met: Ethical Dimensions (7.0) 3 credits Fall
CRJ 115 - Report Writing and Information Systems (3 credits)
This course enables students to determine report content through collection, interpretation, and evaluation of data. Emphasis is placed upon interpersonal communication and its application in role-playing experiences in interviews and interrogations. Students complete many report-writing assignments, including operational and administrative reports. Implications of the individual report for an agency's total information capability are studied along with examination of several contemporary information systems, including the processes used for report review and control. Pre or co-requisite: ENG 101 and a grade of C- or higher in both CRJ 101 and CRJ 113. Three class hours a week. 3 credits Spring

CRJ 160 - Topics in Criminal Justice (3 credits)
A one-semester course on a specific topic or current issue affecting the criminal justice system. Topic to be announced each semester. Three lecture hours per week. 3 credits Not offered every year.

CRJ 218 - Law Enforcement Management and Planning (3 credits)
Police organization and management practices are examined. Principal topics include: planning and research, principles of organization, direction and leadership, police supervision, budgeting systems, personnel management, labor-management practices and collective bargaining, and patrol administration. Selected contemporary issues are also discussed. Prerequisite: CRJ 101. Three lecture hours per week. 3 credits Spring

CRJ 219 - Police and Society (3 credits)
Emphasizing the concept that each human being is unique, this course is an in-depth study of the police role in the community. Police-initiated programs directed toward improving intergroup relations are examined and discussed along with selected issues confronting the police and the public they serve. Maximizing the degree of police/community cooperation and interaction is the primary objective. Prerequisite: SOC 101. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4) 3 credits Fall, Spring

CRJ 221 - Juvenile Offenders (3 credits)
This course provides for a holistic approach to the study of the many factors that relate to juvenile delinquency. The scope and nature of delinquency, methods of prevention, environmental influences, the juvenile justice system, and juvenile corrections will be among topics examined and discussed. Three lecture hours per week. 3 credits Spring

CRJ 245 - Corrections (3 credits)
This course is a comprehensive study of the correctional system in the United States. It will provide students with an understanding of the historical framework, theoretical principles, legal precedents, and philosophies that guide correctional practices. Sentencing philosophies, treatment and rehabilitation theories, alternatives to incarceration, probation, parole, and community-based corrections are examined. The civil rights of prisoners and contemporary correctional management practices are discussed to fully understand how our correctional system functions within a larger criminal justice system. Prerequisite(s): C- or higher in CRJ 101 and CRJ 113. Three lecture hours per week. 3 credits Fall, Spring, Summer

CRJ 251 - Criminology (3 credits)
The study of the nature of crime, the criminal, and society's approach to the crime problem; the causes of crime; research methods in criminology; the criminal justice system in theory and reality; an introduction to penology. Prerequisite: SOC 101 or permission of program director. Three lecture hours per week. Competency met: Social Phenomenon (5.4) 3 credits Fall

CRJ 256 - Criminal Investigation (3 credits)
Emphasis is placed on the special techniques most appropriate for particular kinds of investigations, including arson, burglary, robbery, electronic-based crime, homicide, and other crimes. Constitutional aspects of investigative procedures are discussed along with procedures for interviewing and recording statements of witnesses and suspects. Prerequisite: Grade of C- or higher in both CRJ 101 and CRJ 113. Three lecture hours per week. 3 credits Fall

CRJ 258 - Criminal Procedure (3 credits)
An intensive study and analysis of the United States Constitution and an examination of judicial interpretations of it. Particular attention is placed on the Supreme Court's decisions and impact on criminal justice processes and procedures with respect to arrest, search and seizure, interrogation and confessions, assistance of counsel and freedom of speech. Prerequisite: Grade of C- or higher in CRJ 101, 113 and CRJ 245. Three lecture hours per week. Competency met: Ethical Dimensions (7.0) 3 credits Fall

CRJ 259 - Introduction to Criminalistics (3 credits)
An introductory course in forensic science with emphasis on the recognition, collection, and analysis of physical evidence. Students participate in practical exercises utilizing appropriate lab equipment and field kits and investigate simulated crimes and introduce physical evidence at mock trials. Prerequisite: Grade of C- or higher in CRJ 101, CRJ 113, CRJ 219 CRJ 245, CRJ 251,
CRJ 258. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

CSS - College Success Seminar

CSS 101 - College Success Seminar (1 credit)
This course facilitates the new student’s transition to college. Students become familiar with the college’s resources and make meaningful connections with faculty, staff, and support services. Students build a solid foundation of skills, tools, and competencies needed to be successful college students. As part of this course, students explore and utilize both technology and learning resources, identify and apply personalized study and critical thinking skills, develop academic career goals, and build financial literacy. Competencies met: Critical Analysis (1.0), First Year Experience (9.0). One lecture hour per week. Instructional Support Fee applies. 1 credit Fall, Spring, Summer

CSS 103 - Career Exploration and Development Seminar (1 credit)
This course encourages the student to learn career decision-making skills through a process of self awareness, individual, and group exercises. The student will explore various career options with the intent on narrowing down specific academic and career goals. Emphasis is placed on gaining knowledge of information resources used in career planning and gaining knowledge of the major themes of career development and choice. One or two class hours a week. 1 credit Fall, Spring, Summer

CSS 104 - Job Preparation: Your Credentials (1 credit)
A course in resume and cover letter design. Also includes instruction in job search strategies and interviewing techniques. Students are involved in mock interviewing, learning to dress for success, and appropriate work-world communication skills - everything you need to land the right job. 1 credit Fall, Spring

CSS 105 - Technology Tools for College Success (3 credits)
This course is designed to foster success in college by increasing students’ information technology skills. Topics include basic computer operation, using Microsoft Office, using email, navigating Blackboard, utilizing group sharing applications, finding and assessing Internet resources, handling basic hardware issues, and assessing and using social media tools. The course also focuses on gaining facility with technology to allow students to work collaboratively to complete projects in higher level academic courses. This course is not intended for CIS, OFC, or Business Administration majors. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

CUL - Culinary Arts

CUL 100 - Introduction to College/Culinary Experience (3 credits)
This course facilitates the new Culinary Arts students' transition to college and the Culinary Arts Program. Students become familiar with the college's resources, begin to make connections with faculty, staff and support services and familiarize themselves with the skills and information necessary to succeed both in College in general and, more specifically, the Culinary Arts Program. By clarifying the values and purposes of higher education in general and the Culinary Arts specifically, students gain an understanding of the skills, tools and competencies needed to be a successful college student overall. As part of this course, students explore and utilize college based technology and resources available at BCC. Students learn to identify and apply their learning styles to and develop their study skills for academic and lab based courses. Students explore and expand their career goals. Students are exposed to the kitchen/bakeshop operation and the equipment, hand tools, and basic skills necessary for success in the Culinary Arts Program. Prerequisite: Open to Culinary Arts Students Only. Passing scores on the College's Writing, Reading, and Arithmetic placement tests or concurrent enrollment in or prior completion of ENG 090, ENG 091, ENG 092 or MTH 011 or RDG 080 or RDG 090, as applicable. Instructional Support Fee Applies. Three lecture hours per week. 3 credits Fall, Spring

CUL 102 - Culinary Art (1 credit)
This course develops skills that allow culinary and baking and pastry arts students to present food in an artistically pleasing manner utilizing art skills which includes the creation of three dimensional plates and platters utilizing the principles of form, function, and color. Instructional Support Fee applies. Three lecture hours per week for five weeks. 1 credit Fall

CUL 103 - Culinary Photography (1 credit)
This course develops skills that allow culinary and baking and pastry arts students to present food in an artistically pleasing manner and digitally record it by the use of a digital camera and correct them for improved professional appearance by means of image editing software. Instructional Support Fee applies. Three lecture hours per week for five weeks. 1 credit Fall
CUL 104 - Culinary Ice Carving (1 credit)
This course develops skills that allow culinary and baking and pastry students to present food in an artistically pleasing manner and enhance the food service area by introducing them to the basic skills needed to prepare centerpieces and socles to enhance the appearance of food presentation. Instructional Support Fee applies. Two lecture hours and eight lab hours for two weeks. 1 credit Fall

CUL 106 - Art Skills for the Baker (3 credits)
This course prepares students to present breads, cakes, pastries and other bakery-related items for both a la carte and buffet service in an artistically pleasing manner, digitally record the presentations, and enhance the bakeshop/dessert area. The course emphasizes art skills, which include the creation of three-dimensional dessert plates and platters and centerpieces using form, function, and color; photography skills, which include the use of a digital camera and image-editing software to record images and correct them for improving the professional appearance of dessert plates and platters; and ice-carving skills, which include the art of preparing dessert buffet centerpieces, show pieces, and socles for ice creams and sorbets. Three class hours a week for ten weeks; two class hours and three lab hours per week for five weeks. Instructional Support Fee applies. 3 credits Fall; Day only

CUL 111 - Essentials of Culinary Arts I (4 credits)
This course covers the procedures and techniques of cooking. It develops basic skills including applicable kitchen safety and sanitation. It continues the introduction of and practical use of commercial kitchen equipment and hand tools as well as essential cooking principles. The course includes stocks, sauces and soups; vegetables and starch products; and cold pantry and breakfast preparation. This course requires participation in evening functions. Students continue to develop their culinary portfolios in this course. Prerequisite: ServSafe certified or concurrent enrollment in CUL 140. A grade of C- or better, or permission of the program director, and valid ServSafe certification. Two class hours and eight laboratory hours per week. Instructional Support Fee applies. 4 credits Spring; Day only

CUL 113 - Baking Skills for Cooks (2 credits)
This course focuses on the baking skills cooks or chefs working in smaller establishments should possess, including breads and rolls, quick breads, pies, cookies and simple pastries, and basic cake decorating and seasonal items. Prerequisite: Passing scores on the College Writing, Reading, and Arithmetic placement tests, or concurrent enrollment in or prior completion of ENG 090, ENG 091, ENG 092 or MTH 011, or RDG 080 or 090, as applicable; ServSafe certified or concurrent enrollment in CUL 140. One class hour and four lab hours per week. Instructional Support Fee applies. 2 credits Fall, Spring; Day only.

CUL 121 - Dining Room Functions I (2 credits)
This course introduces students to the proper dining room procedures and the relationship of the dining room to the kitchen. It covers a variety of service styles including American, Buffet, Banquet and Family Style. The course also covers beverage service relative to these types of service. The course requires participation in evening functions. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall; Day only

CUL 122 - Dining Room Functions II (2 credits)
This course focuses solely on the practical aspect of operating an a la carte dining room. Students develop their front-of-the-house skills by greeting customers, taking and delivering orders, and collecting cash. This course requires evening function participation. Prerequisite: CUL 121 with a grade of C- or better, or permission of the program director, and valid ServSafe certification. One lecture hour and four laboratory hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

CUL 123 - Mixology and Bar Management (2 credits)
A major focus of this course includes: "Training for Intervention Procedures by Servers of Alcohol” (TIPS), centered around a nationally recognized course, culminating in a standardized exam and certificate. Also covered are proper procedures for a bar setup, the art of drink preparation and service, and an introduction to the history, service and storage of wine. Two lecture hours per week. Instructional Support Fee. 2 credits Spring; Day only

CUL 140 - Sanitation for Culinarians (2 credits)
This course focuses on the safe and sanitary operation of a restaurant and pastry shop and, using the Hazard Analysis Critical Control Point System (HACCP), focuses on the safe and sanitary purchasing, receiving, storing, cooling, and reheating of meats, produce, seafood, and baking ingredients (flours, fruits, dairy products, thickeners) to
CUL 151 - Essentials of Baking I (2 credits)
This course teaches the principles of professional baking, including sanitation, safety regulations, and personal hygiene. It also expands on the use and care of bakeshop utensils and equipment and the knife skills used in baking and pastry production. The course begins to examine the chemistry of baking through the preparation of quick breads, yeast dough, and Artisan breads. The course emphasizes yeast fermentation, ingredient functions, flavors, and bread baking. The course requires two seasonal projects and participation in the evening functions, flavors, and bread baking. The course requires a grade of C- or better in CUL 100 or concurrent enrollment. Prerequisite: CUL 151 with a grade of C- or better or permission of the program director, and valid ServSafe Certification. Two classroom hours and three laboratory hours per week. Instructional Support Fee applies. 2 credits Fall; Day only

CUL 152 - Essentials of Baking II (4 credits)
This course is a continuation of CUL 151 and focuses on laminated dough and pâte a choux as an introduction to classical pastries. The course introduces the preparation and use of custards, creme anglaise, and dessert sauces, and emphasizes the mixing methods, shaping, and portioning, filling, baking and finishing of cookies, petit fours, pies, and cakes. The course further emphasizes slicing, filling, and decorating layer cakes with a variety of decorating techniques, including icings and piping. This course requires participation in evening functions and continuation of the student's personal portfolio. It culminates in a final practical assessment which the student must pass with a "Pass" grade. Prerequisite: CUL 151 with a grade of C- or better or permission of the program director, and valid ServSafe Certification. Two classroom hours and eight laboratory hours per week. Instructional Support Fee applies. 4 credits Spring; Day only

CUL 153 - Baking Technologies (3 credits)
This course focuses on and examines the principles and functions of ingredients (flours, fats, sweeteners, dairy) used in baking and pastry production. It explores the variables of bakery ingredients and the physical behavior of the product from ingredients through formulation and production. The course uses oral and written reports to emphasize the analysis of the final products. Prerequisite: ServSafe Certified or concurrent enrollment in CUL 140, and a grade of C- or better or concurrent enrollment in CUL 100. Two classroom hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Fall; Day only

CUL 154 - Introduction to Showpieces and Displays (3 credits)
This course explores the design and techniques of contrasting amenities, showpieces, and displays of various sizes, shapes, and themes, using a variety of media. Students plan, execute, and maintain the Culinary Arts public display area. Students continue to develop their personal portfolio. Prerequisite: CUL 151 and CUL 153 with grades of C- or better or permission of program director, and valid ServSafe Certification. Two class hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

CUL 160 - Introduction to Hospitality Food Services (3 credits)
This course will provide an introduction for the hospitality student to the basic culinary roles found in commercial food production. Through lecture/demonstration, the student will gain a practical knowledge applicable to professional kitchens as well as hand tools and large equipment in order to develop the confidence necessary to interact with and supervise food service professionals. Additionally, all aspects of menu production utilized in full service kitchens will be covered. Students will also be instructed in CPR (Cardio Pulmonary Resuscitation) and must pass the practical exam and receive their certificate to pass the course. Culinary Function participation is required. Two lecture hours and three laboratory hours per week. Proper Uniform required for all sessions. Instructional support fee applies. 3 credits Fall, Spring.

CUL 165 - The Capstone Experience for Culinary Certificate (1 credit)
This course is the capstone course for the Certificate of Achievement in Culinary Arts. Students will develop a Professional Portfolio that will record their progress through writing assignments and portfolio requirements. One lecture hour and one online laboratory hour per week. 1 credit Spring, Evening/Weekend only

CUL 211 - Advanced Culinary Techniques I (6 credits)
This course encompasses a wide variety of high-level practical preparation skills in the areas of Garde Manger, Classical French Cuisine, and Cuisine of the Americas. The section on Garde Manger builds on the basic essential skills and applies them at an advanced level to the art of presenting food in a decorative manner. The course also includes various components of the garde manger's skills, including cheese and sausage making,
CUL 212 - Advanced Culinary Techniques II (6 credits)

This course applies the skills acquired in CUL 111 and CUL 112. The course applies a variety of International Cuisines studied through classroom lecture and practical work in the kitchen. In addition to the classroom participation in the evaluation of the products prepared, students also prepare food for sale in the Grady Dining Room for lunch one day a week. The course covers Asia, the Mediterranean/Europe, and the African continent. It requires participation in evening functions and continued development of the student's culinary portfolio. Prerequisite: CUL 211 with a grade of C- or better or permission of the program director. Three class hours and twelve lab hours per week. Instructional Support Fee applies. 6 credits Fall; Day only

CUL 216 - The Capstone Experience for Culinarians (3 credits)

This course is the capstone course for Culinary Arts majors and culminates in the presentation of the Senior Recognition Dinner. Students develop a menu, determine the nutritional analysis for the menu, and plan and execute the plate presentations and beverage services. Students complete their Culinary Arts Personal Portfolio by the conclusion of this course. Successful completion of the practical exam, with a grade of "Pass" is required. Prerequisite: CUL 212 with a grade of C- or better or concurrent enrollment; or permission of the program director. Three class hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

CUL 221 - Advanced Table Service (3 credits)

This course introduces the student to French and Russian service focusing on table side menu preparations. This course culminates in a required public evening function featuring an advanced service style. Prerequisite: CUL 121 with a grade of C- or better, or permission of the program director, and valid ServSafe Certification. Three class hours a week. Instructional Support Fee applies. 3 credits Fall; Day only

CUL 240 - Purchasing for Culinarians (2 credits)

This course focuses on proper purchasing techniques and how to correctly identify, purchase, receive, evaluate and store a variety of perishable and non-perishable products. It introduces students to a variety of foods in various market forms, whose use is further expanded in the Culinary/Baking production labs. Principles of cost control, yield testing, and forecasting are discussed and demonstrated. Two class hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

CUL 241 - Foodservice Operations and Career Development (2 credits)

In this course students design a complete food-service or bakery operation. This introduces the student to the information necessary to start and run a successful restaurant and/or bakery. Students develop a concept, business plan, conduct a market analysis, plan a menu, recipe costing, write purchase specifications, and design a facility that can adequately meet the project standards. Students create a yearly income balance statement that includes calculated food cost percentages, labor, and over-head expenses. Final project consists of written job descriptions, job specifications, as well as framework for the orientation and training program for their employees. Resume writing and interview principles are reviewed. Pre or co-requisite: CUL 216 or 256 or permission of the program director. Two class hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

CUL 251 - Advanced Pastry Arts I (4 credits)

This course studies the history and background of Classical cakes and tortes from various American and international regions. Students learn to deviate from the classics and create unique desserts, sauces, and garnishes with a variety of flavors, textures, and ingredients. The course emphasizes the plating of desserts created in class. It also covers frozen cakes, ice cream, and sorbet desserts. The course emphasizes scaling for individual and volume production and la carte and dessert buffet presentation. Prerequisite: CUL 152 with a grade of C- or better and satisfactory progress in personal portfolio or permission of the program director. Two class hours and eight lab hours per week. Instructional Support Fee applies. 4 credits Fall; Day only

CUL 252 - Advanced Pastry Arts II (6 credits)

This course focuses on decorative work and display pieces. It requires projects in chocolate and pastillage and focuses on the use of pastillage, sugar, and chocolate in showpieces. It also explores candy making and poured, pulled, and blown sugar. Prerequisite: CUL 251 with a grade of C- or better or permission of the program director. Three class hours and twelve lab hours per week. Instructional Support Fee applies. 6 credits Spring; Day only
CUL 253 - The Art of the Cake (3 credits)
This course focuses on the history of decorated cakes such as tiered wedding cakes and theme cakes. Students learn a variety of decorating and finishing techniques using media such as rolled fondant and gum paste. The course also covers the pricing, selling, decorating, and displaying of these cakes. It requires the preparation of a multi-tiered wedding cake and a theme cake. Prerequisite: CUL 152 or permission of the program director. Two lecture hours and three lab hours per week. Instructional Support Fee applies. 3 credits Fall; Day only

CUL 256 - The Capstone Experience for the Baker (3 credits)
This course is the capstone course for Baking/Pastry Arts. It culminates in the presentation of the bakery products and dessert buffet presentation for the Senior Recognition Dinner. The students develop the bread products, sorbet, chocolates, centerpieces, and dessert items as the menu requires and determine the nutritional analysis for the products. Students complete the Baking/Pastry Arts Personal Portfolio by the conclusion of the course. Successful completion of the practical exam with a grade of “Pass” is required. Prerequisite: CUL 251 with a grade of C- or better or permission of the program director. Students must have completed or be concurrently enrolled in all courses required for graduation or permission of the program director. Three class hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

CVC - Cape Verdean Creole

CVC 101 - Elementary Cape Verdean Creole I (3 credits)
Students begin training in the four basic skills: reading, writing, speaking, and aural comprehension. The course also includes an introduction to Cape Verdean culture. This course is for students with no language background. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. 3 credits Fall

CVC 102 - Elementary Cape Verdean II (3 credits)
In this course, students continue training in the four basic skills: reading, writing, speaking, and aural comprehension. Cultural and daily living topics are included. Prerequisite: CVC 101. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. 3 credits Spring

DAN - Dance

DAN 101 - Modern Dance Technique I (3 credits)
A course designed to develop insight into modern dance, both as a medium and as an art form. Extending movement control, body and environmental awareness, and sensitivity to space qualities are covered in the course. Theatre elective. Three class hours a week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall

DAN 102 - Modern Dance Technique II (3 credits)
This class is a continuation of DAN 101. The class further explores dance technique beyond the introductory level. Basic warm-ups and across the floor combinations will become more complex. Emphasis will be placed on the acquisition of rhythmic, dynamic and kinesthetic awareness. The student will be expected to demonstrate knowledge of basic dance theory relating to space, time, and energy qualities. A studio performance will be given at the end of the semester. Prerequisite: DAN 101 or permission of instructor. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Spring

DHG - Dental Hygiene

DHG 111 - Dental Anatomy (1 credit)
This course is a study of the tooth morphology and adjoining structures of the oral cavity. In addition, the classification of different types of occlusion is studied. Prerequisite: Open to DHG students only. One lecture hour per week. Instructional Support Fee applies. 1 credit Fall; Day only

DHG 112 - Oral Histology and Embryology (2 credits)
This course is a study of embryological and histological processes of the oral cavity. In addition, the microscopic anatomy of the oral cavity is studied. Prerequisite: Open to DHG students only. Two lecture hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

DHG 113 - Orientation to Clinical Dental Hygiene (5 credits)
This course is an introduction to the theoretical and practical aspects of all major areas of clinical dental hygiene, including dental hygiene process of care, instrument design and use, primary preventive clinical techniques, medical and dental emergencies, and patient education. Laboratory practice requires working with mannequins and on laboratory session partners. Prerequisite: Open to DHG students only. Three lecture hours and six laboratory hours per week. Instructional Support Fee applies. 5 credits Fall; Day only

DHG 119 - Head and Neck Anatomy (2 credits)
A study of the structures of the human head and neck. The normal anatomy and physiology of the various systems which are present in the head and neck are described in order to enable the students to better recognize abnormal
conditions. The study of the head and neck anatomy as it relates to dentistry is stressed. Prerequisite: Open to DHG students only. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall; Day only

**DHG 120 - Dental Hygiene Theory II (2 credits)**

This course is a continuation of theoretical and practical aspects of dental hygiene with emphasis on infection control, pain management, ethical situations related to dental hygiene practice, cultural diversity among patients, and evidence-based clinical decision making. Students study patient management, including the child patient, and non-surgical dental hygiene treatment planning, including fluoride therapy. Prerequisite: DHG 113. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall; Day only

**DHG 122 - Clinical Dental Hygiene II (2 credits)**

This course is a clinical practicum in which the student provides direct patient care that incorporates the principles of instrumentation and the dental hygiene process of care. Emphasis is placed on patient assessment, dental hygiene treatment planning, and implementation of care. Prerequisite: DHG 113. Nine class hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

**DHG 124 - Oral Radiography (3 credits)**

This course is the study of the nature, physical behavior, biological effects, methods of control, safety precautions, and techniques for exposing, processing, mounting, and evaluating oral radiographs, including clinical practice of radiographic techniques. Laboratory practice includes exposure, evaluation, and interpretation of intraoral and panoramic radiographs. Co-requisite: DHG 113. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Fall

**DHG 126 - Periodontology (3 credits)**

This course is a study of the pathology of periodontal disease and the philosophy of periodontal treatments, including both surgical and non-surgical therapy procedures. The course focuses on the etiology, epidemiology, pathogenesis, methods of assessment, diagnosis, and classification of periodontal disease. The course emphasizes the relationship between periodontal health and systemic health and risk factors. Prerequisite: Open to DHG students only. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

**DHG 128 - Pharmacology for Dental Hygienists (1 credit)**

A study of drugs to familiarize the student with their origin, physical and chemical properties, dosage and therapeutic effects. Special consideration is given to those drugs affecting dental or dental hygiene procedures. Prerequisite: Open to DHG students only. One lecture hour per week. Instructional Support Fee applies. 1 credit Spring; Day only

**DHG 230 - Local Anesthesia for the Dental Hygienist (2 credits)**

This course is a study of the theory of pain management in dental hygiene and dentistry. Topics include general anesthesia, local anesthesia, nitrous oxide-oxygen sedation and topical anesthesia. The course includes a review of head and neck anatomy; neurophysiology; anesthetic pharmacology; management of local and systemic anesthetic complications; evaluation of the patient; mandibular and maxillary local anesthesia techniques; and infection control and exposure control protocols. Laboratory exercises are designed to provide students the opportunity to administer mandibular and maxillary injection techniques. The laboratory hours are completed during the first half of the fall semester. One lecture hour and two laboratory hours per week. Prerequisite: DHG 119, DHG 128 and sophomore standing. Instructional Support Fee applies. 2 credits Fall; Day only

**DHG 231 - Dental Hygiene Theory III (2 credits)**

This course is a continuation of the theoretical aspects of dental hygiene clinical practice. Special patient populations and topics are discussed and integrated to provide critical examination of the dental hygiene process of care related to patient assessment, dental hygiene diagnosis, dental hygiene treatment plan, implementation and evaluation of treatment to provide comprehensive dental hygiene care. Prerequisite: DHG 120 and sophomore standing. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall; Day only

**DHG 233 - Clinical Dental Hygiene III (4 credits)**

This course is a clinical practicum in which students have an increased number of patient experiences that provide additional experience in the performance of a more complex dental hygiene process of care. Also, on service-learning rotations, students gain additional clinical experience at extramural sites providing care for patients with special needs. Prerequisite: DHG 122 and sophomore standing. Fourteen laboratory hours per week. Instructional Support Fee applies. 4 credits Fall; Day only
DHG 235 - General and Oral Pathology (2 credits)
A study of the diseases of the human body, especially those of concern to the dentist and dental hygienist. Pathological conditions of the oral cavity are examined in detail, emphasizing the comparison of normal and abnormal conditions. Prerequisite: Open to DHG students only. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall

DHG 237 - Dental Materials (3 credits)
This course is a study of the science of dental materials, including physical, chemical, and biological properties, and the manipulation and care of materials used in the prevention and treatment of oral disease. The laboratory exercises are designed to illustrate the properties, applications, and uses of selected materials presented in lecture with special emphasis on the materials used within the scope of dental hygiene practice. Prerequisite: Open to DHG students only. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Fall; Day only

DHG 240 - Dental Hygiene Theory IV (2 credits)
This course is a continuation of the theoretical aspects of dental hygiene practice. The study of patients with special needs continues. Domestic violence and child abuse are studied. Emphasis is placed on the law, current state regulations, and ethical dimensions of dental hygiene practice. The dental hygienist's legal responsibilities in all these areas are emphasized. The course prepares students for employment and the attainment of professional goals. Prerequisite: DHG 231 and second semester sophomore standing. Two lecture hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

DHG 242 - Clinical Dental Hygiene IV (4 credits)
This course is a clinical practicum that provides the opportunity for further development of the clinical practice of dental hygiene in preparation for licensure. The focus is on the development of advanced clinical dental hygiene practice where students apply integrated, multi-disciplinary learning and a higher order of critical thinking to ensure the delivery of optimal patient care. In addition, through service-learning rotations, students gain additional clinical experience in the delivery of care for patients with special needs. Prerequisite: DHG 233 and second semester sophomore standing. Twelve to fourteen hours per week. Instructional Support Fee applies. 4 credits Spring; Day only

DHG 244 - Oral Health in the Community (2 credits)
This course presents the methodology by which the dental hygienist plans programs to promote oral health in the community. While learning the principles of program planning, the student conducts a needs assessment and designs oral health programs. Programs are presented and evaluated in service-learning experiences in which students provide oral health education to various populations within the community. Prerequisite: Open to DHG students only. Two lecture hours per week. Instructional Support Fee applies. 2 credits Spring; Day only

DSC - Deaf Studies Career

DSC 221 - Introduction to Speech to Text Support Services in the Deaf Community (3 credits)
This course presents an overview of the transcription and note-taking support services profession for students interested in becoming computer-assisted, speech to text transcriptionists and/or note-takers. Students develop an understanding of, and appreciation for, the support services professions as course content focuses on the similarities and differences in the roles, responsibilities and aptitudes of a typical support services team. Emphasis is placed on the fundamentals of their vocation, including but not limited to, ethical behavior, professional standards, business practices, consumers and settings, access law, resources and organizations. The course introduces students to the basic principles of the C-Print software and is supported by training materials developed by the National Technical Institute for the Deaf. The course also examines, and practices the cognitive processes involved with meaning-for-meaning, speech to text transcription. Students begin to apply cognitive skills and C-Print principles to beginning recorded audio exercises at the word and sentence level. The course also requires students to observe a professional support service provider in an education setting and spend one hour a week in a lab setting. Pre-requisite: DST 101 with a C or better. Three lecture hours and one laboratory hour per week. Instructional Support Fee applies. 3 credits Spring
DSC 226 - Fundamental Pre-Interpreter Skills (3 credits)

This course provides the foundation of pre-interpreter skills and experiences. Students practice the cognitive skills used in the process of interpreting, such as visualization, prediction, listening/concentrating, dual tasking, memory, abstracting, and closure. Through numerous observations (non-interpreted), they develop and increase their awareness of and appreciation for the vocabulary, environment, and ethical considerations presented in a variety of interpreter settings such as education, human services, medicine, mental health, performance, religion, and substance abuse. Prerequisite: ASL 201 with a B- or better, and DST 213. Co-requisite: ASL 202 and DSC 225. Two lecture hours and one laboratory hour per week; 20 hours of observation per semester. Instructional Support Fee applies. 3 credits Spring

Corequisite: Co-requisite: ASL 202 and DST 221.

DSC 235 - Speech to Text for Deaf Community (3 credits)

This course identifies, evaluates, and develops transcription and note-taking competencies needed to provide computer-assisted, speech to text services to the Deaf community. Students process and condense auditory information, expand and build dictionaries, practice editing and formatting techniques, and increase both their typed and keyed words/minute. Course content explores the integration of handwritten notes and graphics with keyed text. Students apply cognitive skills and C-Print principles to recorded audio exercises at the lecture level, as well as, acquire more advanced technical skills. Students also gain practical experience with condensing and/or summarizing auditory information through a note-taking service learning project. The course is supported by training materials developed by the National Technical Institute for the Deaf. Prerequisite: DSC 221 with a C or better or permission of the program director; co-requisite: DSC 236. Three lecture hours and one laboratory hour per week. Instructional Support Fee applies. 3 credits Fall

DSC 236 - Speech to Text for the Deaf Community Practicum I (1 credit)

This course provides one semester of field-based observations and keying experiences that are integrated into seminar discussions and assignments. Students explore and reflect on the real life challenges and rewards of being a speech to text, support service provider in and out of the Deaf community. Students are required to complete 30 hours minimum of experiences in a variety of settings (on and off campus; in and out of the Deaf community) and to engage in a one-hour, bi-weekly seminar. Students are eligible for the NTID C-Print certificate upon the successful completion of this class. Prerequisite: DSC 221 with a C or better; co-requisite: DSC 235. One-half hour of lecture per week. 1 credit Fall

DSC 281 - Speech to Text for the Deaf Community Practicum II (1 credit)

This course provides one-semester of introductory field-based experiences providing direct support services for Deaf or Hard-of-Hearing consumer(s) as a transcriptionist/note-taker. Students apply the principles, competencies, and ethics they have acquired to an educational or agency environment. Students must demonstrate their ability to transcribe, summarize, or note-take auditory information, edit and deliver text effectively, and work as a professional part of the support services team. The accompanying seminar provides a forum for students to share reflections, raise questions, and extend their understanding of their future role as a professional in this field. The student is supervised by college faculty and all placements must be approved by the Deaf Studies program coordinator. Prerequisite: DSC 235 and DSC 236 with a grade of C or better; co-requisite: ASL 102 or permission of the Deaf Studies program coordinator. One-quarter hour of lecture per week and four to six hours of laboratory per week. Instructional Support Fee applies. Spring 1 credit

Corequisite: Co-requisite: ASL 102 or permission of the Deaf Studies program coordinator.

DST - Deaf Studies

DST 101 - Introduction to Deaf Studies (4 credits)

This is the foundation course for Deaf Studies majors. Students survey various discourse communities and key concepts within Deaf Studies, the diversity of membership in the Deaf community, technology supported in the Deaf world, and careers/professions involving ASL and Deaf people. Students develop their professional goals, their perspective on Deaf people as both consumer and expert, and their personal role in the Deaf community as member or ally. The course consists of lectures, projects, professional observations, and community service and/or attendance at Deaf events. Students also develop the critical thinking, reading, and writing and "e-learning skills of a Deaf Studies major. Open to Deaf Studies degree and certificate majors, or by permission of program director for non-majors. Four lecture hours per week as well as outside hours. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Technical Literacy (8.0), First Year Experience (9.0).

4 credits Fall

DST 110 - Deaf Culture (3 credits)

This course explores the culture of the American Deaf community, focusing on enculturation; values, attitudes and norms; social, political and athletic organizations; the visual and performing arts; folklore and humor; and
Diversity of membership. The late 19th and 20th century of Deaf experience is studied with specific reference to cultural implications of technology, Deaf education, and (hearing) societal perspectives. Readings, lectures, discussions and videos emphasize the Deaf as a cultural and linguistic minority group. Pre or co-requisite: ENG 101. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4), Humanities (6.0), Technical Literacy- Deaf Studies only (8.0). 3 credits Fall

DST 151 - Deaf History (3 credits)
This course examines the social, political, and cultural forces that brought together Deaf people as a cohesive, American co-culture. The course emphasizes the 19th and 20th century experiences, events, and institutions that have shaped the Deaf Community as we know it today. Deaf people are also studied as unique contributors to the heritage of the United States. Prerequisite: DST 110 with a C or better. Three lecture hours per week. Competency met: Historic Awareness (5.1), Humanities (6.0) 3 credits Fall

DST 160 - Topics in Deaf Studies (3 credits)
This is a one semester course on a specific topic in Deaf Studies. A topic will be announced yearly. 3 credits Spring

DST 251 - Deaf Literature and ASL Folklore (3 credits)
This course surveys the signed and written works of Deaf authors, storytellers, and artists; this course includes both written works (originals and English translations) and American Sign Language works that have been preserved on film or video--often these works defy standard genre classification. Students study and analyze fiction, non-fiction, poetry, drama, memoirs, anecdotes, and tales. Special attention is given to the tradition of storytelling and storytellers in ASL, folklore (which includes original ASL works such as improvisations), success stories, poetry, handshape poetry, ASL films, humor/jokes, and drum songs. Students broaden their understanding of 'literature' through examination of the Deaf cultures' oral tradition, which transmitted, developed and expanded the literature at residential schools, Deaf Clubs,"literary nights" and festivals. All works are considered in a cultural, historical, and political context to develop an understanding of Deaf people as an American co-culture. Prerequisite: DST 110 with a C or better. Competency met: Humanities (6.0) 3 credits Spring

ECE - Early Childhood Education

ECE 111 - Introduction to Early Childhood Education (3 credits)
This course will introduce the student to the field of early care and education from a philosophical, historical, socioeconomic, and multicultural point of view. Major theories and models of significant early childhood programs will be examined such as Head Start, Froebel's Kindergarten, Montessori, Reggio-Emilia and the Waldorf. The role of the early care teacher, professionalism, and managing successfully in the workplace will be explored. The course will include field observations of eight hours across the full age span (0 -8) with observations in diverse settings is required as determined by DEEC. Three class hours a week. Competency met: Multicultural Perspective (5.3), Ethical Dimensions (7.0) 3 credits Fall

ECE 112 - Observing, Recording, and Analyzing Early Childhood Settings (3 credits)
Fieldwork and classroom presentations/discussions provide students the opportunity to learn, know, and apply a variety of recording techniques, such as narratives (e.g., anecdotal, running record, and journal), time sampling, event sampling, and checklists. Discussions focus on the classroom as a learning community, including the teacher as a learner and leader through reflective practice. Analysis of observations takes into account observer assumptions and theories of child and adult development. Assessment is determined by the quality of in-progress records, discussions, and a final assignment. Co-requisite: ENG 101. Three lecture hours per week. Competency met: Critical Analysis (1.0), Written Communication (2.1) 3 credits Fall, Spring

ECE 113 - Safe and Healthy Early Childhood Learning Environments (3 credits)
The course promotes an understanding of health and safety factors in both the physical and social-emotional areas. Topics such as sanitation, infectious disease control, food preparation, classroom safety, and the safety of the facility itself form part of the physical aspect. Topics related to the emotional well-being and protection of children from abuse, neglect, isolation, and biases make up the social-emotional area. Students have the opportunity to observe, record, and discuss the strengths and weaknesses of a learning environment in relation to how it meets the needs of the children and families served by that particular community. Three class hours a week. 3 credits. Fall, Spring.

ECE 125 - Social Emotional Development of School-Age Child (3 credits)
This course explores the many facets and contexts of the school age (5-12 years) child's developmental process. Special attention is given to the social and emotional dimensions, including theories of friendship, Stanley Greenspan's stages of emotional development, self esteem, competition, and peer relationships. Three lecture hours per week. 3 credits Spring, Summer

ECE 221 - Guiding Young Children (3 credits)
Practical approaches to guiding young children's behavior are based on a philosophy of problem solving that emphasizes children's abilities and needs. Techniques such
as active listening, negotiation, I-messages, and similar limit-setting methods help children to accept responsibility and build their communication capacity. Solutions to conflicts in early childhood settings take a child-centered anti-bias approach based on building trust and respect for each child and his/her family's cultural background. Prerequisites: ECE 111 and ECE 112. Three lecture hours per week. 3 Credits Fall, Spring

ECE 222 - Special Needs in Early Childhood (3 credits)

This course focuses on student understanding of the diverse abilities and disabilities of children from birth through eight years of age. Implications of IDEA, use and preparation of Individualized Education Plan (I.E.P.) and the Individualized Family Service Plan (IFSP) is threaded through class discussion, assignments, and adaptations and procedures for children with special needs. Students identify the role of teacher in relation to parents of children with special needs in an all-inclusive classroom. The objectives of this course meets Department of Early Education and Childcare (DEEC) guidelines for certification as lead teacher. Pre or co-requisite: ECE 125 or PSY 252. Three lecture hours per week. 3 credits Fall, Spring

ECE 223 - Infant-Toddler Development (3 credits)

After a quick review of prenatal development, the course addresses the developmental stages of infants and toddlers (birth through three years) within the context of their family. It explores different areas of development--including emotional, physical, cognitive, social, language, literacy, and behavioral--in the context of relationships. The course discusses infant-toddler care-giving principles and the day-to-day practices as reflected in different families of similar and diverse cultural backgrounds. It emphasizes the characteristics of responsive care giving and high-quality early care and education and the significant relationship between emotional development and thinking. Students learn Greenspan's theory of emotional development and Floortime. Prerequisites: ECE 111 or ECE 112 or PSY 252. Three lecture hours per week. 3 credits Fall

ECE 232 - Language Arts Across Preschool (3 credits)

Understanding the theoretical foundations and central role of language arts during the preschool years forms the core of instruction. Language arts include listening, speaking, reading, writing, and thinking. Communication of ideas and information through the language arts adheres to rules that govern the English language, such as phonology, morphology, syntax, and semantics. Students learn strategies to address the diverse needs of young language learners in inclusive settings, to work with parents and families, and to collaborate with professionals in other fields. Prerequisites: ECE 113 and ECE 234. Three lecture hours per week. 3 credits Fall, Spring

ECE 234 - Preschool Curriculum Planning (3 credits)

Through a balanced and integrated approach based on multicultural education, students plan activities related to three- and four-year olds' need to self-discover the world around them. Activity plans include adaptations for inclusion of special-needs children with special attention to individualized education plans (IEPs), strategies for assessment of children's learning, and evaluation of planned activities. Prerequisites: ECE 111, ECE 112; pre or co-requisite: ECE 222. Three lecture hours per week. 3 credits Fall, Spring

ECE 236 - Infant-Toddler Curriculum Planning (3 credits)

In this experiential course, students have the opportunity to explore and create activities that allow the infant-toddler to engage actively and discover the world around her/him. Students apply knowledge of infant-toddler development in developing and assessing a curriculum that supports all-around individual development of the infant-toddler. The course encourages the acquisition of skills to document appropriately, display, and describe children's work, and involve parents. Prerequisites: ECE 112; pre or co-requisite: ECE 223. Three lecture hours per week. 3 credits Fall, Spring

ECE 238 - School Age Child Care Curriculum Planning (3 credits)

This course centers on creative curriculum planning for children of school age (5-12 years). Curriculum planning is based on observations of children's needs and knowledge of child development. Using the framework of friendships and emotional milestones, students' curriculum plans include crafts, hobbies, music, sports, games, theater, art, and other similar activities. Students develop a curriculum resource file/binder. In addition, students explore strategies for building partnerships with families of the children in the program. Prerequisite: ENG 101. Three lecture hours per week. 3 credits Fall, Spring

ECE 244 - Parent-Teacher Communications and Partnerships (3 credits)

Students develop knowledge and skills in understanding and building partnerships with parents based on the recognition that families have diverse styles of parenting. Building increased awareness and sensitivity to ethnic, racial, class, abilities, and linguistic issues is key to the affirmation of differences. Students study contemporary models and practices that support the involvement of parents in their child's education. Students learn to use appropriate oral and written communications, discover parents' priorities, and design activities and structures for ongoing collaborations with parents. Prerequisite: ECE 111. Three lecture hours per week. 3 credits Fall, Spring
ECE 251 - Teaching Practicum I and Seminar I (4 credits)

Students select to work with either infants and toddlers or preschool children in inclusive settings that are approved by the Department of Early Education and Childcare (DEEC). The group day care services are staffed by a Lead Teacher. During this period, the student demonstrates his/her ability to work as a team member and to develop, implement and evaluate developmentally appropriate activities for small groups of infants/toddlers or preschool children. Students develop important qualities and skills, including the ability to initiate and expand responsive communications with children and to interact in ways that help develop mutuality and trust. The accompanying seminar provides a forum for students to share reflections, raise questions, and extend their understanding of the teacher's responsibility. This student-internship is supervised by college faculty. Prerequisites: Please note different requirements for different early education settings. Infant-Toddler setting: Pre or co-requisite ECE 223, ECE 236, ECE 244; Preschool setting: Pre or co-requisite: ECE 222 and ECE 234. 150 hours of field experience per semester and seven two-hour seminars per semester on alternating weeks. Instructional Support Fee applies. 4 credits Fall, Spring.

ECE 252 - Teaching Practicum II and Seminar II- Preschool Setting (4 credits)

Students continue to build upon, consolidate, and expand professional competencies acquired in ECE 251. As they take on a leading role, student-teachers participate in staff meetings; share responsibility for the education of children with special needs; and develop, prepare, and organize activities around a theme. Student-teachers are expected to demonstrate their ability to provide positive guidance to children, to take on responsibility for the physical set up of the classroom, and to implement successfully a developmentally-appropriate integrated curriculum. The 150-hour field experience is complemented by an on-going seminar that focuses on drawing the connections between child developmental theory and teaching practice. The sites selected are DEEC approved facilities, and the supervising teacher-practitioner is lead-teacher certified. Students are encouraged and supported to develop an initial understanding/knowledge of their evolving professional self/role through reflective practice. Evaluation is based on meeting the attendance requirements, the quality of teaching practice, and seminar participation. Final assessment is determined by using multiple sources to inform determination of semester grade, including faculty site-observations, journals, conferences, papers, seminar participation, and a teaching portfolio. Prerequisite: ECE 251 with a grade of C- or better, ECE 112, and ECE 222. 150 hours of field experience and seven one-hour seminars per semester on alternating weeks. Instructional Support Fee applies. 4 credits Fall, Spring.

ECE 253 - Teaching Practicum II and Seminar II- Infant-Toddler Setting (4 credits)

Students continue to build upon, consolidate, and expand professional competencies acquired in ECE 251. As they take on a leading role, student-teachers participate in staff meetings; share responsibility for the education of children with special needs; and develop, prepare, and organize activities around a theme. Student-teachers are expected to demonstrate their ability to provide positive guidance to children, to take on responsibility for the physical set up of the classroom, and to implement successfully a developmentally-appropriate integrated curriculum. The 150-hour field experience is complemented by an on-going seminar that focuses on drawing the connections between child developmental theory and teaching practice. The sites selected are DEEC approved facilities, and the supervising teacher-practitioner is lead-teacher certified. Students are encouraged and supported to develop an initial understanding/knowledge of their evolving professional self/role through reflective practice. Evaluation is based on meeting the attendance requirements, the quality of teaching practice, and seminar participation. Final assessment is determined by using multiple sources to inform determination of semester grade, including faculty site-observations, journals, conferences, papers, seminar participation, and a teaching portfolio. Prerequisite: ECE 251 with a grade of C- or better, ECE 112, and ECE 222. 150 hours of field experience and seven one-hour seminars per semester on alternating weeks. Instructional Support Fee applies. 4 credits Fall, Spring.
paid to differentiated instruction to meet the needs of children with different abilities, special needs including the gifted and talented. Tools for assessment of learning are introduced. Using the inclusionary-integrated approach, curriculum planning lays emphasis on emerging literacy and numeracy skills. Prerequisite: ECE 111, ECE 112, and PSY 252, all with a grade of C or better. Three lecture hours per week.
3 credits Fall, Spring

**ECE 261 - Early Childhood Licensure Teaching Practicum (5 credits)**

Early Childhood licensure teaching practicum is a capstone experience. The field placement may be in kindergarten or pre-kindergarten for 150 hours followed by 25 hours in grades 1 or 2 classroom in an elementary school setting selected by the Program Coordinator. Students participation evolves from observation to demonstration of competencies (identified by DEEC) to be in-charge of a Pre-K or K.G. classroom. Observations and reflections are an integral part of curriculum implementation and teaching practice. As student teachers each one submits weekly journals and participates in seminars integrating theory and practice of child development, curriculum planning, individualized instruction, special needs, anti-bias curriculum, and on-going assessment of self and children's learning. Note: C.O.R.I. and Health Requirement must be met and students must meet with the Program Coordinator the semester prior to enrollment in ECE 261. Prerequisite: ECE 260 and ECE 222 with a grade of C or better; GPA 2.75. Restricted to Early Childhood Education- Early Childhood Licensure Transfer option students. Seminar meets for two hours on alternate weeks for seven weeks. Instructional Support Fee applies. 5 credits Fall, Spring

**ECE 291 - Day Care Administration (3 credits)**

This course is designed to promote an understanding of administrative organization and regulatory issues staffing patterns related to childcare centers. The course investigates the role of the administrator as facilitator, mediator, and resource person in promoting a safe and positive preschool environment. The objectives of this course meet Department of Early Education and Child Care (DEEC) guidelines. Prerequisite: ECE 251 or permission of program director. Three lecture hours per week. 3 credits Spring

**ECE 292 - Supervision and Personnel Management in Early Childhood (3 credits)**

This course focuses on basic supervision and leadership styles. Supervisors of early educators learn how to promote professional development and mentor their staff. It emphasizes techniques in staff development analysis and the enhancement of interpersonal communications, organization, supervisory styles, as well as, within the context of parents and the community. This course meets Department of Early Education and Childcare (DEEC) standards for Director II Certification in Early Childhood programs. Pre or co-requisite: ECE 252 or ECE 253. Three lecture hours per week.
3 credits Fall

**ECN - Economics**

**ECN 111 - Principles of Economics-Macro (3 credits)**

Principles underlying the organization and functioning of the economic system are presented in a broad social context embracing issues that affect business, government, and the community. Particular attention is given to the theory of the determination of the general levels of income, employment, and prices. In addition, contemporary economic issues are presented to reinforce theoretical concepts. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Social Phenomenon (5.4)
3 credits Fall, Spring, Summer

**ECN 112 - Principles of Economics-Micro (3 credits)**

Principles underlying the organization and function of the market economy, including supply and demand, the theory of the firm, resource allocation under conditions of perfect competition, monopolistic competition and oligopoly, the relationship of government and business, pricing, employment of resources, and wages, rents, interests, and profits. In addition, contemporary economic issues are presented to reinforce theoretical concepts. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or a C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Competency met: Social Phenomenon (5.4)
3 credits Fall, Spring, Summer

**ECN 251 - Money and Banking (3 credits)**

Examination and analysis of money, structure and operation of the financial system, monetary theory, central banking, and monetary policy. Prerequisite: ECN 111 or permission of instructor. Three lecture hours per week. 3 credits Fall, Spring, Summer

**EDU - Education**

**EDU 101 - College Success Seminar for Education (1 credit)**

This foundational course is for all Education Degree majors and should be taken in their freshman year - first semester. In this course, strategies and resources that
EDU 150 - Language Education and Literacy (3 credits)

This course offers a critical examination of the foundations of language education in the United States. Surveying different language education programs and English Language Learner students, the course will facilitate sensitivity to language issues and debates in U.S. schools and communities, including legislation, court action and research in language learning. The course will also deepen understanding of the Common Core standards and instructional literacy strategies to master reading, writing, listening and speaking standards to support ELL students. Prerequisite(s): A passing score on the College's reading placement test or C or better in ENG 090, ENG 091 or ENG 092. Passing score on the College's reading placement test of C or better in ENG 091 or concurrent enrollment in/or prior completion of RDG 090. Three lecture hours per week. 3 credits Fall, Spring, Summer

EDU 165 - Pre-Practicum (3 credits)

This course is designed to introduce students to emerging renewable energy technologies and sustainable building design practices. Both the practical applications and underlying theories are addressed. Topics include: The Construction/Engineering Design and Implementation Process, Green Building Practices, especially those related to Energy Efficiency, Environmental Conservation, and Resource Management, Wind Turbines, Solar Energy, and other forms of renewable energy. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring

EDU 225 - Diversity and Multicultural Education (3 credits)

This course is designed to increase sensitivity to multiplicity of social differences and power relations in complex and pluralistic U.S. education and society. By helping students acquire a critical understanding and appreciation of processes of diversity (cultural, racial, ethnic, socio-political, ability and gender) this course is designed to honor and empower the diverse experiences, knowledge and identities students and their communities bring into schools. Therefore, the course is committed to transformative democratic models of learning as well as educators who advocate for equity in education who provide practical educational conceptualizations to foster equitable, inclusive and multicultural learning for all learners. Three lecture hours per week. Competency met: Global Awareness(5.2), Multicultural Perspective (5.3), Social Phenomenon (5.4) 3 credits Fall, Spring

EGR - Engineering

EGR 102 - Introduction to Sustainable and Green Energy Technologies (3 credits)

This course is designed to introduce students to emerging renewable energy technologies and sustainable building design practices. Both the practical applications and underlying theories are addressed. Topics include: The Construction/Engineering Design and Implementation Process, Green Building Practices, especially those related to Energy Efficiency, Environmental Conservation, and Resource Management, Wind Turbines, Solar Energy, and other forms of renewable energy. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring

EGR 103 - Computer Skills for Engineers and Technicians (3 credits)

This course is an introduction to the personal computer and its application to engineering and technical communication and problem solving. Topics include Windows, email communication, Web-based research, word processing, computer graphics, spreadsheets, and presentation software. Students develop the computer skills necessary for successful academic and professional careers, including the creation of effective technical messages, reports and presentations using charts, equations, graphs, scanned information, and transferred data, as well as problem solving using integrated flowchart analysis concepts. Three class hours a week in the CAD lab. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) NOTE: Utilizes Windows based software Mac versions available. 3 credits Fall, Spring, Summer
EGR 111 - Fundamentals of Manual Machining (4 credits)
This course covers the fundamentals of manual machine tool utilization. Topics include milling, turning, knurling, threading, surface grinding, tooling, feeds and speeds, blueprint reading, layout, proper tolerancing, metrology, and manufacturing processes. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

EGR 112 - Automated Machining (3 credits)
This course is a continuation of EGR 111 and covers modern, advanced machining processes using Computerized Numerical Control (CNC) for both milling and turning. It also discusses best practices for safety, tooling, setup and process sheets. Students use industrial software simulations and feeds and speeds databases. Prerequisite: EGR 111 is recommended. Two class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 3 credits Spring

EGR 113 - Introduction to Robotics (4 credits)
This is an introduction to the science of Robotics and is designed for non-engineering and engineering students. Students must understand how scientific innovation can affect their lives either directly or indirectly while researching the history of robotics and the ethical role of robotics in the modern world. Scientific inquiry is applied while building robots and testing design challenges. Students test physical constructs and analyze performance in a systematic and documented process. Physical science and programming are utilized to design and evaluate robots to complete weekly challenges. Three hours of lecture and three hours of laboratory per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0), Ethical Dimensions (7.0) 4 credits Fall

EGR 115 - Manufacturing Processes & Measurement (3 credits)
This course focuses on manufacturing and measuring processes and equipment. The course will describe and discuss various applications, equipment specification, processes and capabilities. Various measuring techniques and gaging equipment will be explained with the focus of selecting the proper gaging for the application and product specification requirements. Students in this course are expected to be computer literate. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

EGR 123 - Green Building Practices (4 credits)
This course studies the methods, materials, and equipment currently used in the construction of residential and commercial buildings, roads, and highways. Students learn the proper use, selection, specifications, strength and limitations, fire resistance, and code conformity of basic construction materials and fabrication processes. The laboratory will include fieldwork and basic laboratory testing procedures. Pre-requisite: Intermediate Algebra competency or high school algebra II. Three class hours and two laboratory hours a week. 4 credits Fall.

EGR 124 - Soils and Foundations (3 credits)
This course introduces students to geotechnical engineering. Engineering soil properties, mass/volume relationships, soil classification systems, and site exploration methods are included. In addition, structural foundations are explored. Prerequisite: Introductory Algebra competency or high school Algebra recommended. Three lecture hours a week. 3 credits. Spring.

EGR 125 - Construction Estimating (3 credits)
This course introduces students to common practices used in estimating construction quantities and costs, including materials, labor, equipment, overhead, and profit. Productivity, efficiency, and project scheduling are also included. Prerequisite: Introductory Algebra competency or high school geometry recommended. Three class hours a week. 3 credits. Fall.

EGR 131 - Introduction to Electrical Circuits (4 credits)
This course is an introduction to DC electrical circuits. It examines physics and laws of voltage, current, and power; series and parallel direct current circuit analysis. It includes equivalent circuit concepts, and methods of DC circuit analysis including Mesh and Nodal Analysis. Network theorems, including Thevenin's, Norton's and Superposition are also examined. Prerequisite(s): Intermediate Algebra Competency. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring

EGR 132 - Electrical Circuits (4 credits)
Students study advanced AC and DC circuit analysis methods, network theorems, and the analysis and principles associated with capacitors and inductors. Phasers, filters, three-phase systems, transformers, motors, the power triangle, and power factor correction are also covered in this course. Prerequisite: EGR 131; pre or co-requisite: MTH 141 or MTH 171 and MTH 173, or MTH 172. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

EGR 133 - Computer Configuration and Repair (4 credits)
This hands-on course covers PC components and PC configuration. Students use system diagnostics to analyze and repair PC system faults. The course emphasizes troubleshooting and replacing individual system
components such as memory, hard drives, floppy drives, video cards, and modems. This hardware approach provides real-world computer repair and maintenance experience. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall

**EGR 137 - Digital Electronics (4 credits)**

The course examines number systems with particular emphasis on binary, octal, and hexadecimal counting methods. The course stresses Boolean algebra with function minimization including logic design and logic circuits for all computer elements, including the arithmetic, control, memory, and I/O system sections. Particular emphasis is given to bus-structured microprocessor-based systems. Pre-requisite: Intermediate Algebra competency or high school algebra II. Three class hours and three laboratory hours a week. Instructional Support Fee applies. 4 credits. Fall.

**EGR 140 - OSHA 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) (3 credits)**

This course provides educational background and skills required by personnel involved in hazardous waste operations. It includes the required components of the 40 hour off site training requirement for hazardous waste site workers as defined in the Code of Federal Regulations, 29 CFR 1910.120. This level of training is required, by law, for all employees working at a hazardous waste site who will be exposed to hazardous substances, health hazards, or safety hazards. Personnel who will benefit from this course include: equipment operators, general laborers, and others, as well as on-site management and supervisors directly responsible for, or who supervise employees engaged in, hazardous waste operations. Topics covered will include: hazardous waste regulations, chemical, physical, and biological hazards, toxicology, medical surveillance and first aid requirements, selection, use and care of personal protective equipment, proper handling of wastes stored in drums, confined space entry, and other safety procedures. A field mock up exercise will also be conducted. Students completing this course and successfully passing the certification exam given at the end of the course will receive the official OSHA certification of their completion of this course. Three lecture hours per week. Instructional Support Fee applies. 3 credits. Not offered every year.

**EGR 141 - Introduction to Environment (3 credits)**

This course is designed to examine the impact of human activities on the natural world in the context of our emerging awareness of the scope of environmental problems and against the background of our understanding of normal ecosystems. The focus will be on topics concerning population, agriculture, energy, air pollution, water resources and waste management. Three lecture hours per week. Competency met: Scientific Reasoning and Discovery (3.0) 3 credits Fall

**EGR 151 - Electrical Machinery (3 credits)**

This course studies the principles of AC and DC circuits including electromagnetic induction and power factor, AC motor principles including inductive and synchronous type machines and DC series, shunt, and compound wound devices. Motor starting and speed control are also covered from an operational point of view. Pre-requisite: Intermediate Algebra competency or high school algebra II. Three class hours a week. Instructional Support Fee applies. 3 credits. Fall.

**EGR 162 - Marine Safety (1 credit)**

This course is designed to provide students with the knowledge and skills needed to work safely while at sea. Students are trained to respond to various emergency situations at sea and are required to be able to swim and feel comfortable in the water, both in a pool and in the harbor. The course provides training in the use and care of immersion suits and personal flotation devices; firefighting basics; marine radios, including emergency communications and maydays; use of Emergency Position Indicating Radio Beacons (EPIRBs) and flares and other emergency signaling devices; abandon ship and man overboard procedures; STAY rules; Seven Steps to Survival; dock safety; vessel boarding; medical emergencies and evacuations at sea; onboard safety drills; and damage control exercises. Prerequisite: Good health and the ability to swim 50 to 100 meters. The course is conducted in the Woods Hole, MA, area over the course of two days (16 hours total). Instructional Support Fee applies. Spring, Summer.

**EGR 171 - Fluid Systems (4 credits)**

This subject deals with engineering principles associated with the control and usage of fluids. Particular emphasis is placed on the concepts of work and power and how they apply to the design and troubleshooting of hydraulic and pneumatic devices and systems (circuits). Pumps, compressors, actuators, valves, gages, conductors, and automated equipment are analyzed in both the class and laboratory. The course also covers the use of ISO Fluid Power Symbols and Standards. Prerequisite: Intermediate Algebra competency or high school algebra II. Three class hours and three laboratory hours a week. Instructional Support Fee applies. 4 credits. Fall.

**EGR 172 - Material Science (4 credits)**

A study of the physical, mechanical, and chemical properties of materials. The course places particular emphasis on the interdependency of atomic structure, microstructure, material phase relationships, and solid state reactions to each other and to the modification of these properties. It investigates the use of metals, plastics and advanced materials in economic, sustainable, and reliable
design. The laboratory includes metallographic examination using light microscopy and the study of material science principles and treatments of metals. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

EGR 182 - Wind Industry Safety (2 credits)

This course is designed to provide the basic skills to work in a safe manner in the wind industry and to meet emergency response training requirements for individuals new to the global wind industry. It will equip students with the knowledge, skills and confidence to appropriately respond in the event of an emergency and to increase their safety through proper use of Personal Protective Equipment and other emergency equipment and procedures. Prerequisite(s): Good health and the ability to climb 25 to 50 meters. One lecture hour and three laboratory hours per week. Instructional Support Fee applies. 2 credits Spring

EGR 183 - Energy Efficiency and Conservation Measures (3 credits)

This course is designed to give students the skills to identify and understand energy efficiency and conservation methods used to reduce energy consumption. Students analyze residential and commercial facilities for opportunities to employ these energy-saving measures. Students become familiar with the use of energy monitoring and measuring equipment used for energy auditing. Students also learn to calculate energy savings and determine environmental impacts of these energy saving methods. Three lecture hours per week. Instructional Support fee applies. 3 credits Fall

EGR 190 - Technical Projects (3 credits)

This course guides the student in the design and development of a useful technical project. The student develops a functioning design solution and generates all necessary support drawings and documentation. 3 credits Spring

EGR 204 - Engineering Applications of MATLAB (1 credit)

This course continues the study of MATLAB and discusses the built-in commands and functions. It emphasizes the mathematical capabilities of MATLAB to solve engineering problems that students encounter in their first two years of college. The students also learn programming techniques that allow them to develop their own MATLAB application programs containing interactive prompts as well as user-defined graphic outputs. Prerequisite: MTH 214. One lecture hour and one laboratory hour per week. Instructional Support Fee applies. 1 credit Spring

EGR 211 - Programmable Control Systems (4 credits)

This course will provide students with the knowledge of digital systems and the skills required to install, program, operate and troubleshoot automated industrial equipment. It will concentrate on the use of Programmable Logic Controllers (PLCs), robotics and the associated proximity sensors and actuators (hydraulic and pneumatic). Additionally, this course will introduce a variety of automation methods and equipment including microprocessors, vision systems and motor controls. Pre or co-requisite: EGR 131 or EGR 151. Three class hours and three laboratory hours per week. Instructional Support Fee applies. NOTE: Utilizes Windows based software only. 4 credits Spring

EGR 215 - Lean Six Sigma (3 credits)

This course focuses on "Lean Manufacturing" methodology utilizing the fundamentals of "Six Sigma." Students are provided with the tools that enable the identification, measurement, and elimination of non-value-added activities in a manufacturing setting. Students develop a working knowledge of the best practices in quality and process management. Students in this course are expected to be computer literate. Pre-requisite: MTH 119 recommended. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

EGR 221 - Surveying I (4 credits)

The study of the theory and practice of plane surveying with specific applications to civil engineering. Topics will include measurement theory and errors, distance measurement, leveling, bearings, azimuths, traverses, area determinations, stadia, topographic surveys, horizontal and vertical curves, and other related topics. Prerequisite: Recommended MTH 141 or MTH 173 or MTH 172. Three lecture and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

EGR 222 - Surveying II (4 credits)

This course is a continuation of EGR 221 Surveying I. It includes topics such as highway curves, highway construction surveys, municipal street construction surveys, pipelines and tunnels, land surveys, construction quantity measurement and final surveys. A variety of surveying equipment and tools will be utilized in this course. Prerequisite: EGR 221. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

EGR 226 - Legal Aspects of Boundary Surveying (3 credits)

This introductory course covers land surveyor ethics and professional responsibility, real property law, real and record evidence, conveyances, recording systems, legal
aspects of boundary establishment, unwritten title, easements, prescription, water boundaries and surveying plans. Prerequisite: EGR 221 or permission of instructor. The course will be offered completely online. Two lecture hours and three laboratory hours per week. 3 credits.

**EGR 231 - Electrical Engineering I (3 credits)**

Basic electrical theory and techniques of electrical circuit analysis for engineering transfer students. Topics include resistive circuits, independent and dependent sources, analysis methods, network theories, energy-storage elements, RC and RL circuits, second order circuits, sinusoidal excitation and phasers. Prerequisite: MTH 215 with a C or better. Co-requisite: EGR 233. Recommendation: Completion of EGR 131 and 132. Three lecture hours and one recitation hour per week. Instructional Support Fee applies. 3 credits Fall

**EGR 232 - Electrical Engineering II (3 credits)**

This course continues Electrical Engineering I (EGR 231). Topics include AC steady state power, three-phase circuits, complex frequency, network functions, frequency response, transformers, Fourier series, Laplace transforms, and Laplace transform application. Prerequisite: EGR 231 with a C or better; Co-requisite: EGR 234. Three lecture hours and one recitation hour per week. Instructional Support Fee applies. 3 credits Spring

**EGR 233 - Electrical Engineering I Laboratory (1 credit)**

This course provides experience in experimental techniques, laboratory report preparation, familiarization and use of instrumentation, passive circuit investigations, and computer modeling experiments. Co-requisite: EGR 231. Three laboratory hours per week. 1 credit Fall

**EGR 234 - Electrical Engineering II Laboratory (1 credit)**

Students gain hands-on experience with experimentation in passive circuit investigations, steady-state and transient analysis, electrical instruments, magnetic and logic circuit investigations, and computer modeling experiments. Co-requisite: EGR 232. Three laboratory hours per week. 1 credit Spring

**EGR 235 - Electronic Theory I (4 credits)**

Studies in the theory of semiconductor diodes; bipolar and field effect transistors, including biasing; classes of amplified operation; methods of analysis and design to include Miller's theorem; hybrid parameters; and frequency effects are the focus of this course. Prerequisite: EGR 132. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

**EGR 241 - Wastewater Technology I (3 credits)**

A survey course which introduces the student to the physical and chemical processes associated with water quality, pollution and treatment of liquid wastes. Topics covered will include: basic environmental concerns, hydrology, water quality and pollution, wastewater flow characteristics, collection systems, water monitoring and sampling procedures. The program will also prepare the student for the State Operator's Certification Examination. Three lecture hours per week. 3 credits Fall

**EGR 242 - Wastewater Technology II (4 credits)**

A continuation of Wastewater Technology I (EGR 241) to prepare the student in the design, operation and maintenance of advanced wastewater treatment facilities. Topics covered will include: environmental concerns, chronic and acute toxicity of wastestreams, instrumentation of specialized treatment procedures, biological and chemical observations with "hands-on" treatment observations. The student will also be expected to attend tours of local facilities (domestic/industrial). The program will also prepare the student for the State Operator's Certification Examination - Intermediate Levels. Prerequisite: EGR 241. Three lecture hours and two laboratory hours per week. 4 credits Spring

**EGR 244 - Water Supply and Hydrology (4 credits)**

This course prepares students for entry into the field of water supply management and the operation of drinking water treatment facilities. The principles of hydrology associated with groundwater and surface water supply management are studied, including the hydrologic cycle, precipitation type and measurement, aquifer types and groundwater flow measurements, surface water flow measurements, and surface water and well sampling. Students study source water supplies and protection, regulations, physical and chemical treatment processes, and operator safety. This class includes field trips and preparation for taking the State Drinking Water Treatment Plant Operator Certification Examination. Three class hours and three laboratory hours a week. Instructional Support Fee applies. 4 credits. Spring.

**EGR 245 - Hazardous Waste/Waste Management (4 credits)**

This course examines the various components of the hazardous waste and solid waste management field. Emphasis will be placed on the examination, evaluation, and cleanup of hazardous waste sites as well as on providing an introduction to solid waste management and disposal. Prerequisite: CHM 111 or CHM 113. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. 4 credits Fall
EGR 251 - Statics (3 credits)
This course considers the effects of forces on rigid bodies in two and three dimensions. Students apply engineering concepts of force vectors, moments, and static equilibrium to solve engineering design problems. The course investigates techniques for structural analysis of beams, columns, mechanisms, trusses and shafts. Topics include friction, torsion, centroids, center of gravity, moment of inertia, and shear and moment diagrams. Prerequisites: PHY 101 or PHY 211, and MTH 141 or MTH 171 and MTH 173 or MTH 172. Three lecture hours per week. 3 credits Fall

EGR 253 - Advanced Statics (1 credit)
This course is to be taken concurrently with EGR 251 and covers advanced rigid body analysis techniques utilizing calculus. Students apply the engineering concepts of force vectors, moments and static equilibrium to solve engineering design problems for common engineering structures. They use these techniques to solve problems associated with friction, torsion, centroids, centers of gravity, moments of inertia, shear and moment diagrams, and Mohr's Circle. Prerequisite: MTH 215; Pre or co-requisite: EGR 251 and PHY 212. Two laboratory hours per week. Instructional Support Fee applies. 1 credit Fall

EGR 254 - Mechanics of Materials and Structures (4 credits)
In this course, the concepts of stress and strain caused by tensile, compression, shear and bending forces and the associated material behavior are studied. Classical and computer methods are used to analyze beams, trusses, and structures. Students also study torsion, column action and the strength of bolted and welded joints. The design of structural members made of wood, steel, and reinforced concrete is introduced. In the laboratory, students perform testing techniques used to analyze the mechanical properties of materials and evaluate structures. Prerequisite: EGR 251. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. 4 credits Spring

EGR 255 - Thermodynamics (3 credits)
An introductory course in the fundamentals of classical thermodynamics covering such topics as: the First Law of Thermodynamics, Heat Engines, the Second Law of Thermodynamics, the Internal Combustion Engine, Gas Turbines, Steam Power Generation, the Rankin Cycle, and Heat Transfer. Prerequisite: PHY 102 or PHY 212 and MTH 215, or permission of the instructor. Instructional Support Fee applies. 3 credits Spring

EGR 264 - Oceanographic Technology (3 credits)
This course is an overview of the use of various types of oceanographic instrumentation and equipment for use in scientific experiments and data collection. The course includes the fundamentals of electronic sensors and instrumentation, the use of various data collection and transmission schemes, and the use of computers and wireless communication for scientific experiments. The course also covers special challenges involved in working in the marine environment including specialized equipment and at sea operations. In addition, the course will cover the use of underwater vehicles including AUVs, ROVs, gliders and towbodies. Pre or co-requisite: MTH 141 and PHY 101. Three lecture hours per week. 3 credits Fall Not offered every year.

EGR 268 - Fisheries Technologies and Monitoring Techniques (4 credits)
This course is designed to provide students with an understanding of the commercial fishing industry in the northwest Atlantic Ocean from the Gulf of Maine to Cape Hatteras, North Carolina. Students study the various fisheries and gain an understanding of the regulations and management practices that govern them. Student also learn about the various fishing gear and practices used to catch commercial marine fish, crustaceans, and shellfish. The concept of geographic and statistical fishing areas is taught. The collection of samples and data is critical to the management of the industry, and students learn the necessary sampling protocols and the proper completion of various data logs. Three hours of lecture and three hours of laboratory per week. Instructional Support Fee applies. 4 credits Spring, Summer

EGR 272 - Strength of Materials (4 credits)
A study of the stresses and strains caused by tensile, compression and shearing forces. The course includes stress strain curves and the mechanical properties of engineering materials and investigates shear and bending moment diagrams and stresses due to beam loading. Students also study the strength of bolted and welded joints, torsion and column action. The laboratory includes the study of the general material testing techniques used to analyze the mechanical properties of materials. Prerequisite: EGR 251. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. 4 credits Fall

EGR 282 - Wind Power Technology (4 credits)
This course is designed to provide the operational and electrical skills required for an entry level technical position in global wind industry. It will equip individuals with the knowledge and skills required for siting, assembling and installing of wind energy projects of different scales - from small commercial and municipal turbines to utility scale wind farms located offshore or land-based. Topics include: Project Operations, Turbine Fundamentals, Cranes & Rigging, Fasteners & Torqueing, Shaft Alignment and Bonding, Grounding and Lightning Protection systems. Prerequisite(s): EGR 131 or EGR 151 required. EGR 171 and EGR 172 recommended.
Three lecture hours and three laboratory hours per week. Instructional Support Fee applies.
4 credits Fall, Spring

EGR 283 - Wind Power Operations and Maintenance (4 credits)

This course is designed to provide the operational and mechanical skills required for an entry level technical position in global wind industry. It will equip individuals with knowledge and skills required for operation and maintenance of wind energy projects of different scales—from small commercial and municipal turbines to utility scale wind farms located offshore or land-based. Topics include: Maintenance Operations, Cooling/Heating systems, PLCs and SCADA, Bearings, Gearboxes and Yaw Systems. Prerequisite(s): EGR 171 required. EGR 282 and EGR 131 or EGR 151 recommended. Three lecture and three laboratory hours per week. Instructional Support Fee applies.
4 credits Fall, Spring

EGR 284 - Solar Power (4 credits)

This course provides an in-depth introduction to solar energy as a sustainable form of power and how it can be utilized for a variety of energy demand applications in residential, commercial, and municipal buildings. The benefits and limitations of various common solar energy technologies used to produce heat, hot water, and electricity are examined. The course looks at the process of siting, sizing and designing of solar hot water and solar photovoltaic electric systems and how to perform an economic and environmental analysis of proposed systems. In the classroom, students gain a basic understanding of the fundamental science of heat and energy and an up-to-date knowledge of the equipment and techniques used in the solar industry. While in the laboratory, students develop the hands-on skills necessary to evaluate, install and maintain solar power systems. Prerequisite: EGR 131 or EGR 151 or permission of instructor. Three lecture and three laboratory hours per week. Instructional Support Fee applies.
4 credits Fall, Spring

EGR 299 - Engineering Projects (3 credits)

This capstone course allows students to use the engineering skills they have developed to solve an actual engineering design project. Students work onsite with a company's engineering department, participating in all aspects of the design process, from initial identification of the design problem through the implementation of the design solution. Students use a variety of design, evaluation and manufacturing tools to complete this process. Design projects cross disciplines and cover a variety of engineering subject areas, including Civil, Electrical, Environmental, Manufacturing, and Mechanical. Prerequisite: 30+ credits completed in major or prior approval by the instructor. Two lecture hours and three laboratory hours per week. 3 credits Spring

ENG - English

ENG 090 - Basic Writing Skills (3 credits)

This course is for students who need to improve their ability to express themselves in writing and to accomplish common writing tasks. Basic principles of spelling, punctuation, usage, sentence structure, paragraph and essay development are stressed. Small group instruction supplements classroom activity. Students must take this course before ENG 101 unless exempted by the writing skills test. Prerequisite: passing score on the College's Reading placement test or concurrent enrollment in prior completion of RDG 080 or RDG 090. ESL students may substitute ESL 123 for RDG 080. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

ENG 090 may not be used to meet the General Education English requirement, nor do the credits apply toward a degree. Grade points earned in this course will be included permanently in the student's SPI.

ENG 091 - Integrated Reading & Writing (6 credits)

This course is designed to develop critical thinking by integrating reading, writing, and learning strategies. Emphasis is placed on critical reading skills necessary to understand complex college-level texts and write in response to them. Using a theme-based approach to readings, coursework will encourage students to read closely and independently in order to comprehend, summarize, analyze, and make connections between texts. Students will respond to reading through writing assignments that demand practice of paragraph and essay structure, as well as integration of quotations and citations in MLA format. Fundamental writing skills such as punctuation, sentence structure, and word choice are also covered. This course fulfills both RDG 090 and ENG 090 requirements, but credit for this course cannot be applied toward a degree. Prerequisite: A passing grade in RDG 080 or ESL 123 or a score of 46 – 67 on the RDG Placement Exam, and a passing grade in ESL 124 or a score of 2 on the ENG Placement Exam. Six lecture hours per week. Instructional Support Fee applies.

Credits earned for this course will not be included permanently in the cumulative GPA, but will be included permanently in the cumulative SPI.

ENG 092 - Composition I: Studio (3 credits)

This course is designed to accompany ENG 101: College Writing. Students enrolled in this course should also be enrolled in ENG 101, with the same instructor. Course content of Composition I Studio is designed to supplement classroom activities and assignments in ENG 101. Students will work on generating and organizing ideas, drafting, revising, and editing in small groups as well as with one-on-one support from their instructor. Prerequisite: A passing score on the College's Reading placement exam or passing grade in RDG 090, and a passing grade in ESL 124.
or a score of 2 on the College's English Placement exam. Required Co-requisite: Designated ENG 101 section. Three lecture hours per week. Instructional Support Fee applies.

3 credits Fall, Spring

ENG 092: Composition I Studio may not be used to meet the General Education English requirement, nor do the credits apply toward a degree. Grade points earned in this course will not be computed into the student's GPA.

ENG 101 - Composition I: College Writing (3 credits)

College-Composition I provides students an opportunity to develop and reflect on their own process of writing through various stages of planning, composing, revising, and editing. In addition, students learn how to formulate and support a thesis using a number of rhetorical strategies, to engage in the research process and to practice critical reading strategies for the purpose of documenting credible sources to support claims. Students write in accordance with the conventions of written English and incorporate digital tools and technologies. Prerequisite(s): A passing score on the College's Writing placement test or C or better in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better in ENG 091 or concurrent enrollment in/or prior completion of RDG 090. Three lecture hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Written Communication (2.1)
3 credits Fall, Spring, Summer

ENG 102 - Composition II: Writing about Literature (3 credits)

Students read and respond to diverse literary texts while continuing to build on the critical thinking and writing skills developed in ENG 101. This course provides a foundation for the study of literary genres, including poetry, drama, the novel, and the short story. Students apply literary terminology and theory and use evidence to support their responses through a variety of writing assignments. In so doing, they make connections between their lives and the world. Prerequisite: ENG 101. Three lecture hours per week. Instructional Support Fee applies. Competency met: Critical Analysis (1.0), Written Communication (2.1)
3 credits Fall, Spring, Summer

ENG 214 - Critical Writing and Academic Research (3 credits)

This course combines the study of argumentation with the instruction needed for students to conduct semester long academic research projects. Diverse philosophies of argument will be considered, including Aristotle's and Toulmin's, as well as inductive and deductive reasoning and logical fallacies. Students will critically evaluate popular media, websites, print sources, and literature, and analyze the various ways that authors attempt to persuade their readers. In doing so, students will learn how to compose ethically sound arguments. Students will design a research proposal, compose an annotated bibliography, and synthesize their secondary sources into an argumentative research essay using the MLA format. Three hours of library instruction are included as part of the course. Prerequisite: ENG 101. Three lecture hours per week. Competencies met: Written Communication (2.1), Humanities (6.0), Ethical Dimension (7.0).
3 credits Fall, Spring

ENG 215 - Technical Writing (3 credits)

This course emphasizes the style of writing used in business and industry. Students will examine and then prepare the kinds of documents called for in these fields, including letters and other correspondence, reports, and proposals, with special attention focused on audience analysis, format and editing. Prerequisite: ENG 101. Instructional Support Fee applies. 3 credits Fall, Spring

ENG 217 - Writings from the Margins of Contemporary American Literature (3 credits)

This course focuses on literature by multicultural/multiethnic writers writing about issues of race, class, gender, acculturation, and other themes emerging from the experience of living on the margins of contemporary American society. Texts and their authors living between two worlds -- African American, Asian-American, Native-American, Hispanic-American, European-American, Middle Eastern-American, and other borders -- are studied. Literary genres include poetry, drama, short fiction, non-fiction, and the novel. Students read, discuss, analyze, and write about the cultural and social impact of being a hyphenated-American on authors and the world they inhabit. Prerequisite: ENG 102 or permission of the instructor. Three class hours a week. Competency met: Multicultural Perspective (5.3), Humanities (6.0) 3 credits Fall, Spring

ENG 230 - Film (3 credits)

In this introductory course, students apply the language of film, photography, miseen scene, movement, montage, sound, to theories of meaning-making, and aesthetics in movies. Students analyze the dynamics between viewer and image by applying a variety of critical thinking approaches to selected films from within and outside of the Hollywood tradition. Moreover, students explore the ways a film may reflect and influence a society and culture. Topics for reading, writing, and discussion may include masculinity/femininity, sexuality, race, class, ethics, and genre. Four class hours per week. to accommodate screenings. Competency met: Humanities (6.0) 3 credits Fall, Spring

ENG 233 - Beginning Poetry Writing (3 credits)

An introduction to the craft of poetry via intense practice in writing original poetry and in analyzing poetic
techniques employed by notable contemporary poets. Prerequisite: ENG 102 or permission of instructor. Three lecture hours per week. Competency met: Humanities (6.0)

3 credits Spring

ENG 251 - World Literature I (3 credits)

This writing-intensive seminar introduces students to the origins and evolution of world literature through 1700. Students examine how texts such as "The Epic of Gilgamesh" and the Bible emerged as products of a society's oral tradition. Students further explore how the oral tradition influenced authors such as Homer, Virgil, Dante, Chaucer, and Milton. Emphasis is placed on poetry, drama, traditional and literary epics, tragedies, fabliaux, satires, and romances as students consider how these texts influenced the development of modern literature. Prerequisite: ENG 102. Three lecture hours per week. 3 credits Fall

ENG 252 - World Literature II (3 credits)

This writing-intensive seminar introduces students to the evolution of world literature from 1700 to the 21st Century. Representative works of neoclassicism, romanticism, Gothicism, realism, and naturalism are considered. Authors such as Daniel Defoe, Henrick Ibsen, Gaston Leroux, Fyodor Dostoevsky, Thomas Mann, Albert Camus, Elie Wiesel, Toni Morrison, F. Scott Fitzgerald, William Gibson, Salman Rushdie, and Jhumpa Lahari are examined. Emphasis is placed on the rise of the novel, modern theatre, and poetry. Prerequisite: ENG 102. Competency met: Global Awareness (5.2), Humanities (6.0) 3 credits Spring

ENG 253 - English Literature I (3 credits)

A survey of the seminal authors who wrote in English from the medieval period to the mid-eighteenth century such as Chaucer, Shakespeare, Donne, Milton, Congreve and Swift. Besides the Middle Ages, the Renaissance and the Enlightenment are studied for their generic developments (in comedy, lyric and satire) and their cultural history. Some emphasis on reading aloud. Prerequisite: ENG 102 or permission of instructor. Competency met: Humanities (6.0) 3 credits Fall

ENG 254 - English Literature II (3 credits)

Concentrating on Romantic poetry and the novel, this second semester deals with English writers from Wordsworth to D.H. Lawrence. Topics include women and society, individualism versus industrialism, and the novel from Jane Austen through V.S. Naipaul. Periods include the Romantic, the Victorian and the Twentieth Century. Prerequisite: ENG 102 or permission of instructor. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Spring

ENG 255 - American Literature Precolumbian to 1865 (3 credits)

This course surveys a variety of authors and genres of writing from pre-colonial times through the Civil War. Readings are drawn from works by Native Americans, Spanish, French, and English explorers; Puritans, Revolutionary War leaders, African Americans, Gothic writers, Transcendentalists and abolitionists, and early feminists. Topics for discussion and writing include ways in which both an author's culture as well as historical circumstances, informed the author's work, the work of other authors, and our understanding of who we are as multicultural Americans. Prerequisite: ENG 102 or permission of instructor. Three class hours a week. Competency met: Humanities (6.0); Multicultural Perspective (5.3). 3 credits Fall, Spring

ENG 256 - American Literature Post Civil War to Present (3 credits)

This course surveys a variety of authors and genres of writing after the Civil War to the present. Readings are drawn from works some considered to be "classics," by Americans of Western European, African, and Native cultures; writers from increasing numbers of immigrant cultures, including Mexican, Eastern European, Asian, and Caribbean, and works reflective of a postwar culture. Topics for discussion and writing include ways in which both an author's culture as well as social and historical circumstances, inform the author's work, the work of other authors, and our understanding of who we are as increasingly diverse multicultural Americans. Prerequisite: ENG 102 or permission of instructor. Three class hours a week. Competency Met: Humanities (6.0); Multicultural Perspective (5.3). 3 credits Fall, Spring

ENG 257 - Contemporary African-American Women's Writing (3 credits)

Students will read short stories, novels, autobiographies, speeches, essays, poems, memoirs, and plays by some of the most celebrated writers in the world today. In reading literature written in the past two decades by and about African American women, students will examine the historical, cultural, and social dimensions of African American women's experiences. These writers - winners of National Book Awards, Pulitzer Prizes, and Nobel Prizes for Literature - raise fundamental issues relevant to men and women of all races and ethnicities. The writings of Maya Angelou, Octavia Butler, Rita Dove, Audre Lorde, Terry McMillan, Toni Morrison, Gloria Naylor, Tozakhe Shange, Alice Walker, and others will be explored. Prerequisite: ENG 102 or permission of instructor. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Humanities (6.0) 3 credits Offered alternate Spring semesters
ENG 258 - Shakespeare: His Plays (3 credits)
This writing-intensive seminar focuses exclusively on the comedies, histories, and tragedies of William Shakespeare. Historical and biographical contexts are considered as students examine the texts from diverse critical perspectives. Writing assignments included analysis of filmed interpretations, live performances, and/or literary criticism. Students may be required to attend one live Shakespearean performance during the semester. Prerequisite: ENG 102. Three lecture hours per week. 3 credits Spring

ENG 259 - Native American Novels (3 credits)
Students will read widely different novels by award-winning writers who touch on common themes and concerns of Native American experience, while simultaneously suggesting the diversity of that experience. These Blackfeet, Cherokee, Cheyenne, Chicksaw, Chipewa, Creek, Gros Ventre, Kiowa, Modoc, and Pueblo writers take control of their own image-making as they explore Native American experiences from before the European invasion to the present. Writers include Michael Dorris, Louise Erdrich, N. Scott Momaday, Leslie Marmon Silko, Gerald Vizenor, James Welch, and others. Prerequisite: ENG 102 or permission of instructor. Three class hours a week. Competency met: Multicultural Perspective (5.3), Humanities (6.0) 3 credits Offered alternate Fall semesters.

ENG 260 - Topics in English (3 credits)
This is a one semester course on a specific topic in English. Topics will be announced each semester. Prerequisite: ENG 102 or permission of instructor. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Not offered every year.

ENG 261 - Topics in English-Diversity (3 credits)
This is a one semester course on a specific topic in English, which has been given a cultural diversity designation by the College. Topics will be announced each semester. Prerequisite: ENG 102 or permission of instructor. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Humanities (6.0) 3 credits Not offered every year.

ENG 262 - Tutoring in a Writing Center: A Practicum and Honors Course (3 credits)
This course provides both a theoretical perspective and hands-on experience in the tutoring of writing in a writing center setting. Topics of discussion will cover the full tutoring process, from helping tentative writers generate ideas to providing strategies for working with teacher's comments-as well as reflection on the meaning of peer tutoring and the role of writing centers. A considerable amount of time will be spent reading samples of student writing (representing a range of writers' ability and subjects) and responding to them, as well as engaging in role playing scenarios. Students will be expected to apply what they learn to actual tutoring sessions in the college's writing center. Prerequisites: ENG 102. Open to Commonwealth Honors Program students and others with permission of the instructor. Participants will include, but not necessarily be limited to, students currently working in the Writing lab. 1 instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Spring

ENG 272 - Children's Literature (3 credits)
This course focuses on children's literature over a range of time and place, beginning with the early 19th century into the present and examines issues in the context of the time frame in which the books are written. Through historical and socio-cultural lenses, a wide selection of fiction and non-fiction children's texts will cover issues such as class, race ethnicity, gender roles and gender identity. The course also examines in depth literary concepts in books for children. Pre-requisite: ENG 102 or permission of instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0). 3 credits Spring

ENG 276 - Science Fiction Literature (3 credits)
This writing intensive seminar will introduce students to the genre of science fiction (SF) and the various subgenres associated with it including hard and soft SF, the space fantasy, space opera, comic SF, scientific romance, and cyberpunk through the short story, the novel, film, and other media. Students will focus on the symbolic, psychological, prophetic, and religious dimensions of the genre and understand the role that it plays in addressing political, social, and civic issues from the 1800's to the 21st century. Authors are selected from around the world and from different cultural backgrounds, including Jules Verne, H.G. Wells, Karel Capek, Phillip K. Dick, Ursula K. LeGuin, Douglas Adams, Sakyo Komatsu, and Nalo Hopkinson. Prerequisite: ENG 102 or permission of the instructor. Competency Met: Multicultural Perspective (5.3). 3 credits Fall, Spring

ENG 283 - Creative Writing Seminar (3 credits)
Intense practice in writing prose or fiction. This seminar may focus on any of the following according to the instructor's expertise: short stories; longer fiction (novels/novellas); screen writing; biography (including memoir or autobiography) and other writing forms (experimental fiction, graphic novels, hypertext, etc.). A background in writing fundamentals related to the seminar's focus will be included. Readings may be assigned to provide theory and models of the form being written. Prerequisite: ENG 102 or permission of the instructor. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Not offered every year.
ESL - English as a Second Language

ESL 012 - Intermediate English Grammar (3 credits)

This course is designed to prepare students for ESL 122 through an introduction to the basic structures of the English language in both written and spoken forms. ESL 012 does not count toward a degree. Grade points earned in this course will be included permanently in the student's SPI. Prerequisite: Permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

ESL 013 - Intermediate English Vocabulary and Reading Skills (3 credits)

This course is designed to prepare students for ESL 123 by developing reading vocabulary and reading comprehension skills. ESL 013 does not count toward a degree. Grade points earned in this course will be included permanently in the student's SPI. Prerequisite: Permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

ESL 014 - Intermediate English Writing Skills (3 credits)

This course is designed to review the patterns of English sentences, develop paragraph writing, and begin basic essay writing in preparation for ESL 124. As part of the final evaluation students must demonstrate their readiness for ESL 124 by an in-class writing sample. A student who completes ESL 014 must complete ESL 124 before registering for ENG 090, ENG 091, ENG 092 or ENG 101. ESL 014 does not count toward a degree. Grade points earned in this course will be included permanently in the student's SPI. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

ESL 015 - Intermediate English Conversation Skills (3 credits)

This course is designed to develop students' oral/aural skills in preparation for ESL 125 and to review the basic sound system of English. ESL 015 does not count toward a degree. Grade points earned in this course will be included permanently in the student's SPI. Three class hours a week. Instructional Support Fee applies. 3 credits Fall, Spring

ESL 122 - Advanced English Grammar Review (3 credits)

This course is designed to review the basic structures of the English language and to foster mastery of those structures in both written and spoken form. As part of the final evaluation of this course, students will demonstrate proficiency on the ESL Grammar Test. Prerequisite: ESL 012 with a C- or better or permission of the instructor. Three lecture hours per week. 1 Instructional Support Fee applies. 3 credits Fall, Spring

ESL 123 - Advanced English Vocabulary and Reading Skills (3 credits)

This course is designed to develop students' English vocabulary and reading comprehension skills to prepare the student for college-level work. As part of the final evaluation of this course, students will demonstrate their proficiency on a reading comprehension test. Prerequisite: Completion of ESL 013 with a C- or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring

ESL 124 - Advanced English Written Expression (3 credits)

This course is designed to prepare students for ENG 090 or ENG 101. As part of the final evaluation, students demonstrate their proficiency through a writing sample. Prerequisite: ESL 014 with a C- or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring

ESL 125 - Advanced English Conversation (3 credits)

This course is designed to develop students' oral/aerial skills through the use of group discussion, presentations and pair practice. As part of the final evaluation, students demonstrate proficiency in a ten minute oral interview. Prerequisite: ESL 015 with a C- or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

FIR - Fire Science

FIR 111 - Introduction to Fire Protection (3 credits)

This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives. Three class hours a week. (FESHE Approved) 3 credits Fall, Spring

FIR 113 - Fundamentals of Fire Prevention (3 credits)

This course provides fundamental knowledge relating to the field of fire prevention. Topics include; history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation. 3 credits Fall, Spring (FESHE Approved)
FIR 150 - Fire Investigation (3 credits)

This course will cover the fire/arson problem, responsibility for investigation, laws, motives, insurance, chemistry, cause determination, evidence, interview, reports, court presentation, and fire/arson prevention. Profiles of fire setters will also be studied, including the juvenile fire setter. Three lecture hours per week. 3 credits Fall, Spring; Evening/Weekend only.

FIR 157 - Leadership and Command (3 credits)

This course assists fire company officers and potential fire company officers and firefighters for supervisory functions of command, planning, organizing, staffing, directing and fire ground control leadership and command procedures. This course is intended to give the student an insight into being an effective fire company officer with emphasis on leadership qualifications and effective command procedures. Competency met: Ethical Dimensions (7.0) 3 credits Fall, Spring; Evening/Weekend only.

FIR 159 - Building Construction for Fire Prevention (3 credits)

This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations and operating at emergencies. Three class hours a week. (FESHE Approved) 3 credits Fall, Spring

FIR 170 - Emergency Care I (4 credits)

This is the first part of a two-course sequence that enables the student to take the state of Massachusetts Emergency Medical Technicians Exam. Topics covered under this section include introduction to emergency care, medical/legal issues, basic life support CPR, infection control, anatomy and physiology, lifting and moving patients, airway management, and patient assessments. The class meets twice each week for 4 hours for half the semester. Instructional Support Fee applies. 4 credits Fall, Spring; Evening/Weekend only.

FIR 171 - Emergency Care II (4 credits)

This is a continuation of FIR 170 covering the following topics: cardiac and respiratory emergencies, diabetic conditions, poisoning/overdoses/environmental emergencies, behavioral emergencies, allergies/anaphylactic shock, obstetrics, bleeding and shock issues, head and spine injuries, trauma skills, pediatric emergencies, and ambulance operations. The class meets twice each week for 4 hours for half the semester. Instructional Support Fee applies. 4 credits Fall, Spring; Evening/Weekend only.

FIR 253 - Firefighting Tactics and Strategy (3 credits)

Techniques and procedures of firefighting with emphasis on the fire officer's role at the fire scene. Emphasis is placed on today's incident command system for successful control of firefighting personnel and equipment. Topics of discussion will include: methods of extinguishing fires in different types of buildings, life safety procedures, rekindling prevention, and overall fire ground objectives under the control of the incident commander. Three class hours a week. 3 credits Fall, Spring; Evening/Weekend only.

FIR 260 - Juvenile Fire Awareness (3 credits)

This course introduces students to the growing concern for children who are merely curious about fire, making a cry for help, or engaging in delinquent behavior. Evaluation techniques and intervention alternatives are identified and summarized for classification. Three lecture hours per week. 3 credits Evening/Weekend only.

FIR 261 - Fire Hydraulics (3 credits)

Hydraulic theory and principles in a classroom setting using formula calculations with reference to fireground rule of thumb application. Topics covered include: principles of water at rest; the theory of water in motion and under pressure; water distribution systems; pump testing and pump capacity; formulas to determine friction loss; and back pressure and forward pressure of water with relevance. Prerequisite: MTH 141 or MTH 111. Three lecture hours per week. 3 credits Fall, Spring; Evening/Weekend only.

FIR 262 - Fire & Emergency Safety & Survival (3 credits)

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. Three lecture hours per week. (FESHE Approved) 3 credits Fall, Spring

FIR 263 - Fire Protection Systems and Equipment (3 credits)

This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. Three lecture hours per week. Instructional Support Fee applies. (FESHE Approved) 3 credits Fall, Spring.

FRN - French

FRN 101 - Elementary French I (3 credits)

Beginning training in the four skills: reading, writing, speaking and aural comprehension. An introduction to Francophone culture is included. One hour of laboratory
practice is required. Only for students with no language background or one to two years of high school French with a C average. Students with an A or B average are encouraged to enroll in the 102 level. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

FRN 102 - Elementary French II (3 credits)
A continuation of training in the four basic skills: reading, writing, speaking and aural comprehension. Cultural and daily living topics are included. Prerequisite: FRN 101 or two years of high school French with an A or B average. Three lecture hours and one lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring Evening/Weekend

FRN 201 - Intermediate French I (3 credits)
A review and continuation of French grammar plus additional training in the four skills: reading, writing, speaking and understanding. Readings and discussions based on cultural topics, contemporary literature, newspaper articles, Internet sources and video. Prerequisite: FRN 102 or three years of high school French with a C average. Three lecture hours and one language lab per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

FRN 202 - Intermediate French II (3 credits)
A continuation of FRN 201. Further grammar review based on readings and compositions. Intensive practice of spoken language. More advanced readings from Francophone literature and culture. Frequent compositions and written exercises. Prerequisite: FRN 201 or four consecutive years of high school French with a C average. Three lecture hours and one language lab per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

GIS 102 - Applications of Geographic Information Systems (3 credits)
Geographic Information Systems (GIS) are powerful tools that allow the user to study the relationship among data that can be presented spatially, such as on a map. GIS allows the user to create dynamic electronic maps that can be modified at the user's will to present desired data. Students use the concepts learned in ENV 30 and apply them to projects that will help them gain hands-on experience in the use of ArcGIS software. Students also choose a project where they demonstrate their ability to use GIS to analyze data, create a map, add features to a map, and create a high-quality layout for the presentation of a class project. Prerequisite: GIS 101. Two lecture hours and two laboratory hours per week. Instructional Support Fee applies. 3 credits Spring

GIS 201 - Site Evaluation and GIS (3 credits)
The environmental principles learned in Earth Science will be applied to the evaluation of a site. A series of sites will be chosen and a building project or hazardous material spill proposed on the site. Working in groups, students will survey the site, evaluate groundwater flow patterns, weather patterns, vegetative cover, soils and topography. All of the information will be mapped into a GIS system. Students will then evaluate the impact of the project or spill on the site evaluating areas of critical environmental concern such as wetlands, wildlife, water supply, flood control, storm damage prevention and many others. Offered evenings only. Prerequisite: EGR 141. Two lecture hours and two laboratory hours per week. Instructional Support Fee applies. 3 credits Fall, Spring; Evening/Weekend only

GLG - Geology

GLG 101 - Introduction to Physical Geology (4 credits)
An introduction to the study of the Earth as a dynamic, changing planet. The course considers the structure of the Earth, properties of the materials that compose it, the nature of the landscape and processes that have contributed to its development. Also covered are the concept of geologic time, the interpretation of Earth's history, and current problems and recent advances in geology (including the theory of plate tectonics). Students must be able to visualize sequences of events as they occur in space and time. Prerequisite: One year of lab science in high school or one semester of college lab science. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Spring
GVT - Government

**GVT 111 - U.S. Government (3 credits)**

This course is a study of the constitutional, ideological, and cultural factors that influence the political and governmental institutions of the United States. It examines the origin, principles, and provisions of the U.S. and Massachusetts Constitutions; the role of the mass media and public opinion; voting and elections; the institutions of national government; and the Constitutional liberties and rights of citizens. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through an analysis of the U.S. government from its inception to the present. This course aids students in their efforts to understand how power is wielded in society and the responsibilities and rights of the individual in human society. Students also develop an understanding of differing points of view on the same issue and the importance of considering the ramifications of decisions. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Historic Awareness (5.1), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

**GVT 112 - Comparative Government (3 credits)**

This course is a comparative analysis of the political culture, governmental structure, political systems, and public policies of selected Western and non-Western nations. It examines the historical origin and political culture of each nation, the institutions of government, political parties and elections, and current governmental policies and challenges. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through an analysis of selected Western and non-Western governments. This course aids students in their efforts to understand the principles of group behavior and social organizations, how power is wielded in society, and the responsibilities and rights of the individual in human society. Three class hours a week. Competency met: Historic Awareness (5.1), Global Awareness (5.2), Social Phenomenon (5.4), Ethical Dimensions (7.0) Spring.

**GVT 251 - State and Local Government (3 credits)**

This course is an inquiry into the modern urban community and the political problems of city people in the United States. It examines the image of the city in U.S. culture, American political ideology, the heritage of machine and reform politics, voting and elections, the institutions of state and local government, intergovernmental relations between the national, state, regional, and local levels, the evolution of modern urban America, and the challenges and opportunities facing modern urban government. Students develop the ability to think, read, and write critically and analytically and to understand various forms of human interaction through an analysis of urban government and politics from its inception to the present. This course aids students in their efforts to understand how power is wielded in society and the responsibilities and rights of the individual in human society. Students develop an understanding of differing points of view on the same issue and the importance of considering the ramifications of decisions. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Spring

HCI - Health Information Management

**HCI 111 - Introduction to Healthcare Information Management (3 credits)**

This course is the first in a series of courses designed to instruct students in theory and principles of health information management technology. The course includes the history of medicine and hospitals, the structure and function of the health information management department, including the organization, content, and format of medical records in paper and electronic systems. Co-requisite(s): HLT 106 and BIO 115. Online. Instructional Support Fee applies. 3 credits Fall

**HCI 120 - Healthcare Statistics (1 credit)**

This course covers commonly reported healthcare statistics, including those involving patient census, mortality and morbidity rates. Students will be introduced to the use of these statistical measures in evaluating healthcare quality, access to care, and operational efficiency. The course will include the primary and secondary sources of healthcare data. Statistical software tools including Microsoft Excel will be used to identify data trends and visualize data using charts and graphs. Prerequisite(s): HCI 111 and MTH 119. Instructional Support Fee applies. Online. 1 credit Spring

**HCI 122 - Medical Law and Ethics (3 credits)**

This course focuses on the legal aspects of the medical record. It introduces legal terminology and procedures, the court system, policies and procedures for the control and release of medical information, health care legislation and regulations relating to the maintenance of confidentiality and the appropriate use of medical records, ethical standards for medical record practice, and development of informed consent. Online. Instructional Support Fee applies. Competency met: Ethical Dimensions (7.0) 3 credits Spring
HCI 124 - Survey of Medical Coding and Billing (1 credit)

This course introduces the student to medical insurance coding using the International Classification of Diseases and Current Procedural Terminology codes for physician services and outpatient procedures. Students develop knowledge and skill in working with the physician to receive maximum reimbursement; demonstrating sensitivity in communicating with providers and patients; and applying managed-care policies, third-party guidelines, and billing and collection practices. Prerequisites: HLT 106 or HLT 106, and BIO 115 or BIO 234. This course runs for seven weeks and includes one lecture hour and three laboratory hours per week. Instructional Support Fee applies. 1 credit Fall

HCI 140 - International Classifications of Disease CM/PCS (2 credits)

Students will be introduced to the development and use of structured nomenclatures and classification systems in healthcare. Students will be instructed in current coding and guidelines and will apply ICD-10-CM and ICD-10-PCS codes to diagnostic and procedural statements. Co-requisite(s): HLT 106 AND BIO 115. Instructional Support Fee applies. Online. 2 credits Fall, Spring

HCI 145 - Coding & Reimbursement Specialist PPE (1 credit)

This course must be taken in the final semester of the Coding and Reimbursement Specialist Certificate. Students will complete a 40-hour externship in a healthcare organization to develop workplace readiness as a Coding and Reimbursement Specialist. Prerequisite: HCI 140, HCI 211, HCI 213. Online. Instructional Support Fee applies. 1 credit Spring

HCI 211 - Healthcare Delivery Systems and Reimbursement (2 credits)

Students will be introduced to models for healthcare delivery. Students will learn to recognize healthcare disparities in the United States and the impact of healthcare reform efforts. Students will demonstrate understanding of healthcare reimbursement models and the healthcare revenue cycle. Co-requisite(s): HLT 106 and BIO 115. Two lecture hours per week. Instructional Support Fee applies. 1 credit Fall


Students will be introduced to Current Procedural Terminology (CPT) and Healthcare Common Procedural Coding System (HCPCS) coding guidelines. Students will learn to identify documentation required for accurate code assignment. Co-requisite(s): HLT 106 and BIO 115. Instructional Support Fee applies. Two lecture hours per week. 2 credits Fall

HCI 215 - Healthcare Quality Management (1 credit)

Students will evaluate medical record documentation considering applicable policies and procedures according to regulatory and accreditation standards. Students will identify methods for monitoring quality and consider primary and secondary sources of quality data. An introduction to the common process improvement models utilized in healthcare is included. Prerequisite(s): HCI 111. One lecture hour per week. Instructional Support Fee applies. 1 credit Fall

HCI 217 - Health Information Systems (3 credits)

Students will be introduced to the management of software applications in the healthcare setting including system life-cycle, change management, and network structures to support these applications. Students will have hands-on experience utilizing Electronic Health Records and other HIM software applications. Through online virtual laboratory experiences students will gain an understanding of the management of an electronic health record and utilizing software in other HIM functions. Prerequisite(s): HCI 111 and CIS 150. One online lecture hour and six online laboratory hours per week. Instructional Support Fee applies. 3 credits Fall

HCI 219 - Health Information Security (3 credits)

Students will be introduced to the HIM professional's role in ensuring the privacy and security of health information in an electronic health record environment. Topics will include regulatory environments, patient access rights, health information exchange, and business continuity planning. Prerequisite(s): HCI 111. Instructional Support Fee applies. 3 credits Fall

HCI 237 - Human Disease Processes and Procedures (3 credits)

This course presents commonly-encountered diseases, disorders and conditions affecting human body systems. Students study etiology, physiology, tests and procedures used to diagnose the conditions studied. Methods of treating the diseases and disorders are also studied. Prerequisite: BIO 115 or BIO 233/234 or permission of instructor. Three class hours a week. 3 credits Fall, Spring

HCI 246 - Professional Practice Experience II (4 credits)

This course is the continuation of HCI 235 and provides advanced practice for the Health Information Management (HIM) student in inpatient and outpatient procedures within the HIM profession. The students spend part of the semester mastering functions and learning more advanced functions. This experience occurs on campus in the HIM classroom and computer laboratory utilizing American Health Information Management Association's (AHIMA)
Virtual laboratory for 60 hours, and part of the semester applying these skills in a healthcare organization site affiliated with the HIM program at Bristol Community College for 80 hours. Prerequisite: HCI 233, HCI 235, HCI 239 or co-requisite: HCI 242. One hour of lecture and nine laboratory hours per week. Instructional Support Fee applies. 4 credits Spring

HCI 249 - Advanced Medical Coding (3 credits)

This course expands upon the knowledge gained in HCI 140, HCI 211, and HCI 213 by applying learned concepts in more complex scenarios. Students will have hands-on experience with accessing reference, encoding, and grouping functions in HIM software. Emphasis will be placed upon accurately identifying the principal diagnosis and secondary diagnoses along with appropriate procedure codes based upon supporting documentation. Compliance and auditing will be presented. Prerequisite(s): HCI 140, HCI 211 and HCI 213. Two lecture hours and three laboratory hours per week. Online. Instructional Support Fee applies. 3 credits Spring

HCI 262 - HIM Management (3 credits)

This course focuses on supervisory level skills for the HIM professional. The topics covered in this course include managing the revenue cycle, human resource management, budget management, and strategic planning in healthcare organization. Prerequisite(s): HCI 111 and MAN 101. Instructional Support Fee applies. Online. 2 credits Spring

HCI 264 - Healthcare Data Analysis (3 credits)

This course covers information governance, data analysis and data management in a healthcare organization. Students will have hands-on experience with analytical tools and will learn how to use these tools to manage healthcare data. Prerequisite(s): MTH 119 and CIS 150. Two online lecture hours and three online laboratory hours per week. Instructional Support Fee applies. 3 credits Spring

HCI 266 - RHIT Exam Preparation (1 credit)

This course is intended for students in final semester in the HIM program and who upon program completion will be eligible to sit for AHIMA's Registered Health Information Technician (RHIT) Certification Examination. The course will provide a review of the six knowledge domains covered by the examination which must be passed for certification. Prerequisite(s): HCI 111, HCl 120, HCl 122, HCl 140, HCl 211, HCl 213, HCl 215, HCl 217, HCl 219. Instructional Support Fee applies. Online 1 credit Spring

HCI 268 - HIM Professional Practice Experience (PPE) (3 credits)

This course should be taken in the last semester of the HIM program. The course consists of an internship in a healthcare organization (80 hours) and a group service-learning project (15-20 hours). Prerequisite(s): HCl 111, HCl 120, HCl 122, HCl 140, HCl 211, HCl 213, HCl 215, HCl 217, HCl 219. Instructional Support Fee applies. One lecture hour and six laboratory hours per week. Instructional Support Fee applies. Online. 3 credits Spring

HLT - Health

HLT 100 - Central Sterile Processing Technician (4 credits)

A Central Sterile Processing Technician is a medical professional who specializes in stocking, sterilizing, packaging, and preparing the tools and equipment that are used in surgical procedures. The Central Sterile Processing Technician is responsible for ensuring the cleanliness and safety of operating rooms, tables, and equipment. Central Sterile Processing Technicians may work in a number of different medical settings, including general hospitals, public health clinics, private doctors' offices, and specialized surgical centers. Three hours of lecture per week and three hours of laboratory per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

HLT 101 - Medical Language Module I (1 credit)

A one-semester, one-credit course to introduce students to the language used in the medical and allied health professions. Word building using medical word roots, prefixes and suffixes is the primary emphasis of the course. Terms that identify diseases, disorders and conditions as well as diagnostic tests and treatment procedures are taught. The terms relate to the function and anatomy of the overall body structure and the musculoskeletal and nervous systems. Pronunciation is emphasized to facilitate the learner's communication with other members of the healthcare delivery team. Prerequisite: High school biology or permission of instructor. One lecture hour per week. Instructional Support Fee applies. 1 credit Fall

HLT 102 - Medical Language Module II (1 credit)

A one-semester, one-credit course to introduce students to the language used in the medical and allied health professions. Word building using medical word roots, prefixes and suffixes is the primary emphasis of the course. Terms that identify diseases, disorders and conditions as well as diagnostic tests and treatment procedures are taught. The terms relate to the function and anatomy of the integumentary, respiratory and cardiovascular/lymphatic systems. Pronunciation is emphasized to facilitate the learner's communication with other members of the healthcare delivery system. Prerequisite: High school
HLT 103 - Medical Language Module III (1 credit)
This course studies the language used in health care professions and builds on content previously learned in HLT 101 and/or HLT 102. It emphasizes new terms, diseases, conditions, and disorders as they apply to the digestive, reproductive, urinary, and endocrine systems. The course covers related anatomy and physiology, diagnostic tests, treatment modalities, and abbreviations and continues to focus on pronunciation in order to facilitate communication within the healthcare fields. One hour of lecture per week. Instructional Support Fee applies. 1 credit Fall, Spring

HLT 106 - Medical Language (3 credits)
This course is an introduction to the language used in the medical and allied health professions. Terms that identify diseases, disorders and conditions as well as diagnostic and treatment procedures are introduced and correlated to the function and anatomy of the various body systems. Pronunciation is emphasized. Students learn word building, commonly used abbreviations, and the use of medical dictionaries and other reference materials. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

HLT 108 - Home Health Aide (HHA) (1 credit)
This one-credit course provides additional skills, knowledge, and guidelines for the Certified Nursing Assistant (CNA). There is a review of competencies covered by way of a pre-test and then a review of unmet competencies. There is a pre-test on body systems along with the role of the CNA in reporting and recording (deviations from normal) in skin or mental status during hygienic care. Reporting and recording is discussed along with the body systems. Topics cover the role of the CNA and the HHA, along with the use of assistive devices, the employee-employer relationship, safety, infection control, and communication, ADL’s, privacy, dignity and autonomy. There is more work with safety related to adaptive equipment such as hydraulic lifts and wheelchairs along with natural transfer devices and good boy mechanics for the Certified Nursing Assistant. Good nutrition is stressed along with helping the patient who is on a special diet. Meal preparation, special mouth care, and dentition is discussed. Housekeeping and purchasing supplies is also discussed. Prerequisite: Evidence of CNA course completion. High school diploma or GED and satisfactory completion of either the Certified Nursing Assistant or PCA certificate; CORI clearance; current immunizations and report of physical examination; and evidence of liability insurance. One hour of lecture per week and .33 hours of laboratory per week. 1 credit Fall, Spring

HLT 111 - Personal Care Assistant (PCA) (5 credits)
The course provides the student with theory, skills, and ethical guidelines to begin a career as a Personal Care Assistant (PCA). Students learn about the type of assistance that a PCA provides. Topics include: PCA employer/employee contractual relationship and safety; infection control; communication skills; activities of daily living, how to provide physical assistance, the safe use of adaptive equipment, how to provide healthy skin care and comfort measures, while ensuring the privacy and dignity of the client. These competencies are mastered in the laboratory setting. A brief overview of body systems is provided as well as the knowledge needed for supportive care. Prerequisite: High school diploma or GED; CORI check; up to date immunizations and report of physical examination; liability insurance. Four hours of lecture and two hours of laboratory per week, followed by 30 hours of required clinical practicum. Instructional Support Fee applies. 5 credits Fall, Spring, Summer

HLT 112 - Nurse Aide Training (6 credits)
The course prepares students for employment opportunities in nursing homes, home care, and hospitals. Nurse Aide Training teaches basic nursing skills through classroom lectures, the practice of skills in a fully equipped nursing laboratory, and clinical placements in healthcare settings. Successful completion of this course will allow students to take the state certification examination. Clinical experiences are scheduled days, evenings, and weekends following successful completion of the lecture and laboratory components. Prerequisite: To be eligible to take this course, students must have a high school diploma or GED. Four hours of lecture and four hours of laboratory per week and 30 clinical practicum hours following successful completion of didactic instruction. Instructional Support Fee applies 6 credits Fall, Spring, Summer

HLT 115 - Personal and Community Health (3 credits)
This course helps the student develop standards and principles of good health for the adult based on scientific research. It provides for study in attitudes and practices as they influence effective living, common adult health problems, significant diseases and public health responsibilities, community health and services, and special problems of concern in the area of community health to a democratic society. Prerequisite: A passing score on the College's Reading placement test or RDG 090. Three lecture hours per week. 3 credits Fall, Spring, Summer

HLT 116 - Introduction to Healthcare (3 credits)
This course addresses the core competencies needed by all healthcare students regardless of the healthcare field they plan to pursue. Topics common to all healthcare professionals include current healthcare systems and trends, communication, infection control, environmental safety, ethical and legal responsibilities, control of
healthcare costs, and professionalism in the workplace. Three lecture hours per week. 3 credits Fall, Spring

**HLT 118 - Fundamentals of Electrocardiography (4 credits)**

This competency-based course introduces students to the field of electrocardiography. Topics include the anatomy and physiology of cardiovascular system, equipment maintenance, patient preparation and education, identification of arrhythmias, performing a 12-lead EKG, and specialized procedures such as exercise electrocardiography, and ambulatory electrocardiography event monitoring. At the completion of this course students will be able to sit for a national EKG certification examination. Prerequisite(s): ENG 101, HLT 106, BIO 115, or BIO 233 and BIO 234. Pre or co-requisite: HLT 116 (or permission of the Program Coordinator for graduates of a direct patient care program.) Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Spring

**HLT 124 - Basic Pharmacology for Health Sciences (3 credits)**

This course is designed to familiarize the student with basic medications administered and prescribed in the modern medical office. In class sessions students will learn basic pharmacology, math and dosage calculations for administering routine medications. Lab practice will focus on math calculations and administration techniques. Topics will include terminology, definitions, abbreviations, drug classification, prescription and drug forms. Common drugs used, actions, side effects and adverse drug reactions, immunizations and injections will also be included. Prerequisite: BIO 115 or BIO 154; Pre-or co-requisite: BIO 234. Two lecture hours and two laboratory hours per week. Instructional Support Fee applies. 3 credits Spring, Summer

**HLT 131 - Muscle Structure and Function (3 credits)**

This course introduces the student to normal human body movement as related to skeletal and muscular systems, while emphasizing the relationship between biomechanical principles of anatomy (structure) and movement (function). The student will learn the anatomy, function, and relationship of human skeletal muscles. Prerequisite: BIO 115, BIO 154 or BIO 233: or pre or co-requisite: BIO 234. Three lecture hours per week. 3 credits Not offered every year.

**HLT 144 - Pharmacy Technician I (8 credits)**

The course includes an orientation to the role and working environment of the pharmacy technician in inpatient and outpatient settings; the legal responsibilities and technical activities and skills of the pharmacy technician; introduction to the pharmaceutical sciences and functions of a pharmacy technician in healthcare; role of the pharmacy technician, areas of specialization in field, technical standards, state registration requirements and employment opportunities, and preparation for Pharmacy Technician Certification Board (PTCB) certification exam. In addition to the onsite laboratory instruction students must successfully demonstrate entry level skills of the pharmacy technician during a 30 hour clinical supervised by a pharmacist. Five hours of lecture and four laboratory hours per week. Instructional Support Fee applies. 8 credits Fall

**HLT 162 - Selected Topics in Health Sciences (3 credits)**

A one-semester course on a specific topic or a health/medical specialty in the Health Sciences. Course topics will be announced each semester. Prerequisite: to be determined by the course specialty offered. Three to six hours of lecture, and/or two to four hours of laboratory as specialty requires. Instructional Support Fee applies. 3-6 credits Fall, Spring

**HON - Honors**

**HON 260 - Culminating Honors Project (1 credit)**

An honors experience open only to students in the BCC Honors Program. A student develops project activities and objectives with a faculty mentor who oversees the project. A contract describing the project must be submitted to the Honors Program for approval. Students are encouraged to present honors projects at appropriate conferences. Each culminating honors project will be unique, focusing on an area of particular interest to the individual student. The number of class meetings per week will vary by contract. Prerequisite: current enrollment in the Honors Program. 1 credit Fall, Spring

**HON 290 - Honors Seminar in Business and Information Management (3 credits)**

This course allows Honors program students from the Business Administration, Computer Information Systems, and Office Administration and other departments to develop projects needed by businesses, industries, and the community. By working in teams on multifaceted projects, students bring their expertise to evaluate a concept and propose a solution involving experts from the college and the community as needed. In this writing-intensive course, the students plan, implement, and/or assess the project. Open to Commonwealth Honors Program students and others with permission of the instructor. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

**HON 295 - Seminar on Community Leadership (3 credits)**

In this interdisciplinary course, students review the scholarly literature on leadership to gain a concise grounding in major leadership concepts and theories,
including a contemporary approach for leadership in
groups, communities, and organizations. Working in
groups, students practice problem-solving strategies and
leadership skills by developing a project plan to help a
nonprofit organization provide a service needed in the
community, leading service-learning students to implement
it, and assessing the project and their personal growth
using guided-reflection techniques. Prerequisite:
Enrollment in the Commonwealth Honors Program or
permission of the instructor. Three hours of lecture per
week. Competency met: Social Phenomenon (5.4) 3 credits
Spring

HOS - Hospitality

HOS 100

HOS 121 - Introduction to Travel, Tourism and
Hospitality (3 credits)

This course will be taught in three different modules to
expose students to the concentration areas of travel,
tourism and hospitality. The focus of this course will be
introductory in nature. It will provide students with an
understanding of how people use their free time, what
reasons prompt them to travel and the value they expect
from their travel dollar. Each module will provide students
with an overview of the specific area of study with an
emphasis on industry trends and future developments,
terminology and an understanding of interrelationships of
the three. Three lecture hours per week.
3 credits Fall

HOS 130 - Introduction to Geotourism (3 credits)

This course introduces the Geotourism approach to tourism
development as all-inclusive, focusing not only on the
environment, but also on the diversity of the cultural,
historic, and scenic assets of a place. Geotourism is defined
as tourism that sustains or enhances the geographical
character of a place, its environment, culture, aesthetics,
heritage, and the well being of its residents. Three lecture
hours per week.
3 credits Fall

HOS 132 - Geotourism Management (3 credits)

This course provides the tools needed by tourism planners,
conservationists, businesses, and communities to work
together to develop Geotourism plans and products that
attract and accommodate the ecotourist, while conserving
natural resources and benefiting local people. The course
also focuses on environmentally and socially responsible
tourism strategies and innovations. It also examines how
destinations have improved competitiveness by creating
environmentally and socially friendly tourism products and
services. Three lecture hours per week.
3 credits Spring

HOS 137 - Event Management and Marketing (3
credits)

This course examines the social and economic impact of
events planning. Current trends, styles of operations, event
coordination, and quality service standards are
addressed. The importance of risk management and crisis
management in events planning is emphasized. Final
project will consist of planning and executing an
event. Prerequisite(s): HOS 121 with a grade of C+ or
better. Three lecture hours per week.
3 credits Fall, Spring

HOS 140 - Introduction to Casino Operations (3
credits)

This is an introductory course designed to provide students
with a history of the gaming industry and the basics of
casino management. The course emphasizes discussions
involving gaming psychology and ethics and includes an
overview of popular betting games. Three lecture hours per
week.
3 credits Fall

HOS 141 - Casino Loss Prevention (3 credits)

This course is designed to provide students with a working
knowledge of how multiple disciplines, casino departments
and government agencies insure the protection of the
casino customer and the casino's assets. The course
explores and analyzes types of gamblers investigative
processes, regulatory and enforcement issues, gaming
devices, taxes and casino crimes, detecting cheating, and
internal controls. Three hours of lecture per week. 3
credits Fall

HOS 142 - Gaming and Social Policy (3 credits)

This course provides students with knowledge of the
effects of gaming on a community. Students study personal
and business ethics, state, federal, and local government
rules and policies, the reasons why we gamble, Indian
casino operations vs. regular casino operations, and the
social and cultural issues of gaming. Three hours of
lecture per week. 3 credits Fall

HOS 150 - Introduction to Casino Games (2 credits)

This course will introduce students to the common skills
necessary to effectively and efficiently deal the most
popular casino table games (Black Jack, Poker, Roulette,
or Craps). Topics covered include cutting checques (a.k.a.
chips), value of checques and verbalizing the game. Also
covered are color up and color in procedures, inspecting
and spreading decks of cards, shuffle procedures, and
currency change. Additionally we will discuss rack
maintenance, game security and protection, pacing the
game, and dealer relief procedures. Other topics will include conversions, fills and credits, table opening and closing procedures, paying markers, dealer code of ethics, toke (a.k.a. tips) acceptance procedures, and customer service. Prerequisite(s): HOS 140 with a grade of C+ or higher. Two lecture hours per week.

2 credits Fall, Spring

HOS 200

HOS 220 - Group Tour Planning (3 credits)

This course is designed to introduce students to the process and methodologies of planning, operating and evaluating a group tour package. It will discuss the various methods of selling, packaging, operating and promoting a group tour to select markets and also to the general public. This course is intended to provide students with skills needed to operate a group tour movement, negotiate with suppliers, understand contractual responsibilities, handle reservations and documentation, and provide them with a working knowledge of the legal responsibilities and ramifications of group tour management. Also covered will be the role and responsibility of the tour escort before, during, and after the tour. Prerequisite: HOS 121 with a grade of C+ or higher. Three lecture hours per week.

3 credits Fall

HOS 222 - Tour Destination Planning (3 credits)

This course acquaints the student with a framework to do detailed planning for visits to important tourist destinations in the United States and other nations. The course discusses the cultural, recreational, social, and economic significance of travel. Prerequisite: HOS 121 with a grade of C+ or higher. Three lecture hours per week.

3 credits Fall

HOS 223 - Convention Sales and Service (3 credits)

This course will teach students the basic elements of meeting, convention, and group sales and services. Students will learn how to generate business and to provide the services necessary to create repeat business. Discussions will focus on the operation of a group and convention business. Recommend MAR 101 first. Prerequisite: HOS 137 with a grade of C+ or higher. Three lecture hours per week.

3 credits Spring

HOS 224 - Hospitality Sales and Customer Service (3 credits)

This course will deal with the broad scope of marketing and sales activities that take place within the tourism, convention, hospitality, and casino industries. Emphasis will be placed on analysis, structure, and strategy of the marketing department within the tourism, convention, hospitality, and casino businesses. Students will learn about departmental budgets, allocation of resources, market research, media selection, and the effectiveness of a marketing plan. There will be case studies and assigned readings of current marketing trends. Prerequisite: HOS 121 with a grade of C+ or higher. Three lecture hours per week.

3 credits Fall

HOS 226 - Hotel Accommodations Management (3 credits)

Students will gain an understanding of the operational aspects of various departments within a hotel or motel, and the relationship of each department to the hotel as a whole. They will explore the functions of each separate area within the hotel, its operational procedures, staffing, customer service, and changing trends. Also covered will be the different employment opportunities and career paths available within the industry. Three lecture hours per week.

3 credits Fall

HOS 228 - Property Management Systems and Revenue Management (3 credits)

This course deals with managing the revenue in a hospitality operation, which is the key to profitability. Yield is money, and Yield Management is a technique to maximize your revenue by managing your room rates day to day. This course teaches the student how to effectively manage a hotel's room rates while analyzing its RevPAR (revenue per available room). Property Management Systems are used to assist a hotel manager to maximize revenue. Interfaces allow all hotel departments to also maximize revenue. Prerequisite(s): HOS 121, with a grade of C+ or better; pre or co-requisite: BUS 111 with a grade of C+ or better. Three lecture hours per week.

3 credits Fall

HOS 229 - Hospitality Managerial Accounting (3 credits)

This course demonstrates how to use numbers and fundamental accounting to operate a successful hospitality department or business. Focus will be placed on the basics; accounting and financial analysis, financial statements, management reports, budgeting, and forecasting. There will be case study analysis and assigned readings of current financial management topics. Prerequisite(s): ACC 101 and HOS 121 with a grade of C+ or better. Three lecture hours per week.

3 credits Fall

HOS 231 - Principles of Community Based Tourism (3 credits)

This course examines the range of cultural and heritage assets that can become viable tourism attractions. It looks at ways of linking quality cultural heritage tourism to community development, from effective planning and marketing to community involvement and partnership approaches. Pre-requisite: HOS 121 with a grade of C+ or
better. Three lecture hours per week.
3 credits Spring

**HOS 251 - Casino Dealing: Poker (4 credits)**

This course will provide the student with all the necessary skills to efficiently deal poker in a casino. Topics covered include the rules of the game and dealing all variations of poker found in a typical casino. Special attention is given to the managerial aspects of Poker, providing good customer service and maintaining security during a game. Prerequisite(s): HOS 150 with a grade of C+ or higher. One half hour lecture and eight laboratory hours per week. Instructional Support Fee applies.
3 credits Spring

**HOS 252 - Casino Dealing: Black Jack (3 credits)**

This course will provide the student with all the necessary skills to efficiently and effectively deal Black Jack in a casino. Topics covered include rules of the game, card placement, shuffles procedures, customer service, and maintaining security. Special attention is given to the managerial aspects of Black Jack. Prerequisite(s): HOS 150 with a grade of C+ or higher. One lecture hour and five and one half laboratory hours per week. Instructional Support Fee applies.
3 credits Spring

**HOS 253 - Casino Dealing: Roulette (3 credits)**

This course will provide the student with all the necessary skills to effectively deal Roulette in a casino. Topics covered include the rules of the game, spinning the ball and rotation of the wheel, proper wagering procedures, and customer service. Special attention is given to the managerial aspects of Roulette. Prerequisite(s): HOS 150 with a grade of C+ or higher. One lecture and five and one half laboratory hours per week. Instructional Support Fee applies.
3 credits Spring

**HOS 254 - Casino Dealing: Craps (5 credits)**

This course will provide the student with all the necessary skills to efficiently and effectively deal Craps in a casino. Topics covered include the rules of the game, dice and wagering procedures. Also covered are proper use of the stick, game pace, shooter procedures and duties of the base dealer. Emphasis is placed on accurate and quick mental multiplication, procedures and game speed. Special attention is given to the managerial aspects of Craps. Prerequisite(s): HOS 150 with a grade of C+ or higher. One and one half lecture hour and eight and one half laboratory hours per week. Instructional Support Fee applies.
5 credits Spring

**HOS 255 - Event Design (3 credits)**

An event planner needs to know all the different aspects of the event plan. This overview course will incorporate many courses currently offered, but in smaller detail. Topics covered include decor, use of colors in linen, lighting and flowers, mixology, appropriate wine for different menus, menu construction for nutritional variances, service techniques, food and bar cost percentages, levels of service and specialty cake construction. Prerequisite(s): HOS 121, HOS 137. Three lecture hours per week. Instructional Support Fee applies.
3 credits Fall, Spring

**HOS 265 - Special Event Planning Capstone (3 credits)**

Every aspect of the Hospitality Industry holds special events. This course will provide the student with the opportunity to demonstrate skills learned through all the program courses. Students will work on planning two different events, one as a stand alone event at the college and the second in conjunction with the Culinary Capstone courses. Prerequisite(s): HOS 121, HOS 137. Pre or co-requisite: HOS 255. Three lecture hours per week. Instructional Support Fee applies.
3 credits Fall, Spring

**HST - History**

**HST 111 - The West and the World I (3 credits)**

This course is a comparative study of societies and cultures from prehistory through the Renaissance. It emphasizes the interaction between the West and the world in order to understand the current world. Prerequisite: A passing score on the College's English placement test or a C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Historic Awareness (5.1), Global Awareness (5.2), Social Phenomenon (5.4) 3 credits Fall, Spring, Summer

**HST 112 - The West and the World II (3 credits)**

This course is a comparative study of societies and cultures from the Renaissance to the present. It emphasizes the interaction between the West and the world in order to understand the current world. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture class hours per week. Competency met: Historic Awareness (5.1), Global Awareness (5.2), Social Phenomenon (5.4) 3 credits Fall, Spring, Summer

**HST 113 - United States History to 1877 (3 credits)**

This course is a survey of the American past from the Age of Exploration to the end of Reconstruction. It examines the major forces, personalities, events, and institutions that shaped the American experience through 1877. Topics
include the development of colonial society, the American Revolution, the Constitution (Federal and the Commonwealth of Massachusetts), the growth of the new nation, westward expansion, the rise of sectionalism, and the Civil War and Reconstruction era. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through a study of the creation and growth of the United States through 1877. The course aids students in their efforts to understand the principles of group behavior and social organizations and how power is wielded in society. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Historic Awareness (5.1), Global Awareness (5.2), Multicultural Perspective (5.3), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

HST 114 - United States History from 1877 (3 credits)

This course is a survey of the American past from 1877 to the present. It examines the major forces, personalities, events, and institutions that have shaped the American experience to the present. Topics include westward expansion, industrialization, urbanization, mass immigration, race relations, and the global role of the United States in the 20th and 21st centuries. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through a study of the growth of the United States since 1877. The course aids students in their efforts to understand the principles of group behavior and how power is wielded in society. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Historic Awareness (5.1), Global Awareness (5.2), Multicultural Perspective (5.3), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

HST 115 - Twentieth Century Social History-1919 to the Present (3 credits)

This course consists of a critical analysis of the major American domestic values, beliefs, and institutions as they changed over the 20th century with a special emphasis on the post-1945 era. Students develop the ability to use historical information to understand the current state of the U.S. and to explain the social and historical circumstances that led to major initiatives and events of the twentieth century. Students identify the forms of human interaction as they evolved in the increased demands for justice and fairness and the varied responses to the restructuring of the U.S. economy in the post-industrial age. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Historic Awareness (5.1), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

HST 116 - American Foreign Policy-1898 to the Present (3 credits)

This course provides a critical analysis of the major United States foreign policy trends of the 20th century with an emphasis on the historical roots of the nation's foreign policy and its diplomatic, political, economic, and military engagements with foreign nations. The issues are discussed in a global perspective and connections between historical and recent events are emphasized. This course aids students in their efforts to understand the principles of group behavior and how power is wielded among nations and how key groups in the U.S. weigh in on foreign policy decisions. Pre-requisite: A passing score on the College's Reading placement test and a passing score on the College's English placement test; or concurrent enrollment in ENG 090 and/or RDG 090, and a grade of C or better in RDG 080. Three lecture hours per week. Competency Met: Historic Awareness (5.1), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

HST 162 - Reading in History (1 credit)

A seminar course in which students discuss a topic or topics based on selected readings. Prerequisite: Three credits in HST or AMC. One class hour a week. Competency met: Humanities (6.0) 1 credit. Not offered every year.

HST 164 - The History of Southern New England (1 credit)

This course offers a general overview of the history of Southeastern New England from pre-contact to the present and concentrates on Massachusetts, Rhode Island, and Connecticut with an emphasis on public history (history that is visible to people in their daily lives). Major topics include a consideration of the indigenous peoples of the area, the colonial development of Southeastern New England, the ethnicity of the region, and the importance of the Southeastern New England area to the social, cultural, political, and economic development of the United States. Students develop the abilities to think, to write, and to read critically and analytically and to understand the various forms of human interaction through a study of the unique history of the southeastern regions of New England. This course also aids students in their efforts to understand the principles of group behavior and social organizations and how power is wielded in society. One lecture hour per
HST 220 - The Ancient World (3 credits)
This course is an introduction to the origins and development of human culture from prehistory to the decline of the dominant European and Asian empires in the 4th century. Students learn the spiritual, political, philosophical, technological, and economic systems that laid the foundations for many contemporary global patterns. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall, Spring, Summer

HST 221 - Who Fought, Who Worked, Who Prayed: The Middle Ages (3 credits)
This course examines civilization in Europe and the Middle East, emphasizing the spiritual, intellectual, political, social, and economic forces that shaped these societies. The course begins with the decline and breakup of the Roman Empire in the 4th and 5th centuries and continues to the time of the Renaissance in the 13th and 14th centuries at the beginning of the early modern period. The course uses brief biographical sketches of the peoples of the Middle Ages across the broad social, political, intellectual, and economic spectrum of the period from 476 to 1500 to illustrate this fascinating, challenging, and transitional time in the West and the world. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall, Spring, Summer

HST 222 - The Age of the Revolutions (3 credits)
This course examines the growth and development of early modern Europe from the Renaissance to 1815 and its relationship to the world. Topics include the Reformation, the world system prior to European hegemony, the results of European exploration and conquest, the settlement of the Americas and its impact on Native Americans, the emergence of slavery, the rise of a European middle class and its conflict with feudalism, the Enlightenment movement and the development of science, and the French Revolution. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction during this key transitional period in human history. The course aids students in their efforts to understand the principles of group behavior and social organizations and how power is wielded in society. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall, Spring, Summer

HST 226 - Food in History (3 credits)
Everything we eat is the result of the collective human experience: that story is called history. This course begins with the first human groups and continues to the food practices and challenges of the present day. The development of distinctive cuisines in Europe, Africa, Asia, and the Western Hemisphere (including regional North American cuisine) are embedded in the larger story of human experience. What, when, where, and how we eat reflect the geography, climate, religion, social status, and the interaction of cultures through trade, migration, and conflict. Three hours of lecture per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Humanities (6.0) This course is offered as an elective for students in the Culinary Arts program and for any student who needs to fulfill a humanities distribution requirement. 3 credits Fall, Spring.

HST 251 - The Social History of American Women (3 credits)
A survey of women's lives in America from the beginning of the English settlement to the present. The course considers marriage, family, childrearing, work, religion and politics. Readings, lectures, and discussions emphasize the diversity of women's lives according to age, race, ethnicity, social class, and place of residence. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall

HST 252 - African-American History (3 credits)
This course examines the history, traditions, and culture of African Americans, beginning with African civilizations before slavery, the slave trade, slavery in the United States, and the various stages in the development of African American history. Students use the historical information to understand the current world, to appreciate the richness of beliefs, values, and traditions of people from diverse groups, and to heighten awareness of how power is wielded in society. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4), Humanities (6.0) 3 credits Spring

HST 254 - Twentieth Century Russian and Soviet History (3 credits)
A survey of Russian, Soviet and post-Soviet political, social, economic and intellectual history from 1890 to the present. Emphasis is placed on the legacy and traditions of the Czarist Empire, on the development of Russian Marxism, on the origins, course and affect of the Bolshevik (communist) Revolution and on the major changes within the former Soviet Union since 1991. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Spring

HST 256 - History of World War II (3 credits)
A one-semester study of the origins, causes, events, and consequences of World War Two (1939-1945). The course will consider the war from a variety of perspectives and will examine the political, diplomatic, military, economic, technological, and intellectual developments related to the war. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Spring
HST 257 - History of Modern East Asia (China and Japan) (3 credits)
This course is a survey of 19th and 20th century Asian history with a special emphasis on China and Japan. The course focuses on the political, social, economic, and cultural development of China since the Qing dynasty with an emphasis on the development of modern Chinese nationalism and the theory and practice of Maoism; the background and significance of the Meiji Restoration and Japanese modernization, the fall of the Japanese empire, and the emergence of Japan as an economic superpower. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through a study of the unique culture of East Asia during the modern period. The course aids students in their efforts to understand the principles of group behavior and social organizations and how power is wielded in society. Three lecture hours per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Humanities (6.0) 3 credits Spring

HST 259 - History of North American Indian Peoples (3 credits)
This course examines the history of the indigenous people of North America from archaic times to the present. Students study the unique culture and civilizations of the Amerindian peoples north of the Rio Grande River before and after contact with other cultures and societies. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through a study of the unique cultures of native nations of North America. The course aids students in their efforts to understand the principles of group behavior and social organizations and how power is wielded in society. Three lecture hours a week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4), Humanities (6.0) 3 credits Fall

HST 260 - Topics in History (3 credits)
A one-semester course on a specified topic or period of history. Topic to be announced each semester. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Not offered every year

HST 265 - Immigration and Ethnicity in American History (3 credits)
This course examines the cultural, economic, and political significance of immigration in American history. Students study those forces that have fostered immigration to the United States and how mass immigration has created a multi-ethnic, multi-racial, and culturally diverse society. Students develop the ability to think, read, and write critically and analytically and to understand the various forms of human interaction through a study of the creation and growth of the United States. The course aids students in their efforts to understand the principles of group behavior and how power is wielded in society. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4), Humanities (6.0) 3 credits Spring

SER - Human Services

SER 101 - Introduction to Social Welfare (3 credits)
This course provides an overview of social welfare in the United States from two perspectives - the development of major policies and practices from the colonial period to the present and the network of systems and services that constitute social welfare today. Prerequisite: Passing scores on the College's Reading and English placement tests; or concurrent registration in ENG 090 and/or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4) 3 credits Fall

SER 120 - Readings and Research in Human Services (1 credit)
This course guides students through the process of searching for and evaluating source material for papers and other research assignments, and provide a framework for the reading and on-going professional education that students face in future internship/job and education settings. Finding, discussing, and critiquing a variety of research sources constitutes a major portion of the course. One lecture hour per week. Note: There are no prerequisites for this course and SER 120 is open to any student in any program. 1 credit Not offered every year

SER 212 - Special Topics in Mental Health (3 credits)
This is an introductory course consisting of a specialized lecture series presented by Human Services practitioners. The course is designed to develop the technical competence and the philosophical perspective needed for successful employment in the mental health and retardation field. It examines the field through a sociological perspective focusing on the history of treatment models and the experience of individuals in society up through contemporary times. Emphasis is based on environmental arrangements and teaching strategies that enhance a person's skills and enable an individual to function to the fullest potential. Pre or co-requisite: PSY 101, SOC 101, SER 291, or permission of the program director. Three lecture hours per week. 3 credits Spring

SER 251 - Principles of Methods of Interviewing (3 credits)
An introduction to the fundamental principles and basic techniques of the interviewing process. The course is conducted in small groups and in the activity-oriented atmosphere of the workshop. Prerequisite: SER 101 and PSY 101 or concurrent enrollment in PSY 101. Students not in Human Services program must have permission of
instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

**SER 255 - Social Policy Analysis(Short) (3 credits)**

The tools and methods of public policy analysis are examined to assess and develop social policy options for reducing poverty, improving education, providing healthcare, and examining other pressing social problems. Development of critical thinking skills are strongly emphasized and applied to existing and proposed social policy. Individual and/or group oral policy presentations on student-selected topics are required. Three lecture hours per week. Open to Human Services and other program students. Prerequisite: SER 101 and ENG 101 or permission of instructor. 3 credits Not offered every year.

**SER 260 - Supervision and Leadership in Human Services (3 credits)**

This course is designed for current and potential supervisors, specifically in human services settings. Students gain a deeper understanding of self, strengthen time management and conflict management skills, assess different forms of leadership and supervision in human services settings, develop a strong knowledge base of how each human services supervisor fits into the organization, learn how to supervise within a team to better meet responsibilities to the agency, and understand the team process as an integral part of agency dynamics. Pre or co-requisite: SER 291 or permission of the program director. Three lecture hours per week. 3 credits Not offered every year.

**SER 261 - Developmental Disabilities (3 credits)**

This course is an introduction to the broad range of developmental disabilities, including mental retardation, autism, Down and Fetal Alcohol Syndromes, neurological and sensory impairments, and other emotional and behavioral disorders. Effective helping and intervention strategies for working with individuals with developmental disabilities is presented as well as the barriers to community integration and the impact on these individuals, their families, and support networks. Special attention is given to the exploration of societal attitudes toward people with developmental disabilities. Students examine their own biases and beliefs toward this population and the possible roles they may play as change agents in society. Pre or co-requisite: PSY 101 or permission of the program director. Three lecture hours per week. 3 credits Not offered every year.

**SER 290 - Pre-Internship Planning Workshop (1 credit)**

In this interactive workshop, students research and select an appropriate agency site for their required Human Services internship. Considerable attention is paid to examining one's own values and motivations, determining preferred work style and setting, and selecting desired client population(s). Actual agency visits and in-person interviews with prospective internship supervisors are required. A significant amount of out-of-class time is needed for interviews, tours, orientations, and/or screening that are an important part of most agency's intern selection process. Pre or co-requisite: SER 251 or SER 261 or permission of the program director. One lecture hour per week. 1 credit Spring.

**SER 291 - Field Experience and Seminar I (5 credits)**

Fieldwork placement allows students to gain direct and supervised on-the-job experience in the human services field. Theories relevant to social services are tested in the reality of actual agency practice and are further analyzed in a classroom-based and/or Web-based discussion seminar. All fieldwork placements are arranged with and approved by the program director. Prerequisite: SER 290 or permission of the program director. A minimum of 12 and a maximum of 16 contact hours per week (total of 125 supervised agency hours) in an approved fieldwork agency and up to 2 hours of seminar/discussion each week. Instructional Support Fee applies. 5 credits Fall.

**SER 292 - Field Experience and Seminar II (6 credits)**

This course is a continuation of SER 291 and continues the student's agency-based Human Services internship placement and the accompanying classroom-based and/or Web-based discussion seminar. Prerequisite: SER 291 or permission of the program director. A minimum of 12 and a maximum of 16 contact hours per week (total - 175 supervised agency hours) in an approved fieldwork agency and up to 2 hours of seminar/discussion each week. Instructional Support Fee applies. 6 credits Spring.

**HUM - Humanities**

**HUM 150 - Ecoliteracy, Education and Society (3 credits)**

This course investigates how educational theory and practice should respond to 21st Century ecological challenges such as climate change, health and food crises, degradation of culture, language and knowledge, as well as the destruction of sustainable indigenous practices and other convivial social relationships under globalization. Through a vigorous survey of contemporary postindustrial society, the course tries to offer practical and theoretical venues for sustainable educational experiences. Students are introduced to multiple educational perspectives to literacy and learning, which address the crucial inter-relationship of all life and all living things, in an effort to foster sustainable and democratic sensibilities of learning.knowledge and society. Prerequisite(s): A passing score on the College's English placement test or C or better in ENG 090, ENG 091 or ENG 092. Passing score on the College's Reading placement test or C or better in ENG 091 or concurrent enrollment in/or prior completion of RDG.
HUM 156 - Fundamentals of Interpreting and Translating (3 credits)

This course presents an in-depth study of the interpreting and translating profession, beginning with the underlying differences between the interpreting and translating process. Students examine various models of the interpreting process for consecutive and simultaneous interpreting as well as the best practices for sight and written translation. The course focuses on both roles of interpreter/translator and the fundamentals of their vocation, including ethical behavior, professional standards, business practices, cross-cultural mediation, settings, audience, and special populations. Students explore the various professional associations and literature available, pertinent laws, opportunities for further study or employment, and/or the procedures and requisites of credentialing. Pre or co-requisite: ENG 101. Three lecture hours per week. Instructional support fee applies. 3 credits Fall, Spring

HUM 157 - Old Testament (3 credits)

An introductory study of the major books, ideas, and historical context of the Old Testament. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall

HUM 158 - New Testament (3 credits)

An introductory study of the major books, ideas, and historical context of the New Testament. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Spring

HUM 160 - The Criminal in Literature and the Arts (3 credits)

An interdisciplinary approach to the study of crime, criminality, and society's reaction to it. Particular attention is directed at the manner in which the criminal is portrayed in literature, the fine arts, and other media. This course presents an opportunity to examine this social problem through the works of such varied writers and artists as Dostoyevsky, Camus, Capote, and others. Three lecture hours per week. Competency met: Humanities (6.0), Ethical Dimensions (7.0) 3 credits Spring

HUM 251 - Topics in Humanities and the Arts (3 credits)

A one-semester course on a specified topic or period in the arts, literature, philosophy, or the humanities. Topics or major themes are announced each semester. Prerequisite: ENG 102. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring

HUM 264 - An Honors Interdisciplinary Seminar on the Holocaust (3 credits)

The Holocaust, or as it has come to be known, the Shoah, is one of the most horrific events in all of world history. Even more than 50 years after the fact, the world continues to struggle with the enormity of this human catastrophe. Nevertheless, a body of writing--both historical and literary--exists that enables us to confront this key moment in world history. This course serves as an introduction to this work. Students gain an understanding of the historical facts, including circumstances leading up to the Holocaust itself and the event's critical aftermath. In addition, students reflect on the role of literature, principally through accounts of that time written by survivors and the children of survivors in the struggle to represent an event that many have described as beyond the limits of language to capture. Three lecture hours per week. Prerequisite: ENG 101 and ENG 102. Open to Commonwealth Honors Program students and others with permission of instructor. Competency met: Multicultural Perspective (5.3); Humanities (6.0); Ethical Dimensions (7.0) 3 credits Spring

HUM 272 - Exploring Death and Dying in the Humanities (3 credits)

This course examines portrayals of death and dying through literature, philosophy and the arts. Students will examine works from specific historical periods such as ancient Greece, early Christianity, and the Renaissance. Students will evaluate works from both in and outside of the artistic and literary canons as a means of understanding the diverse spectrum of human expression. Pre-requisite(s): ENG 102. Instructional Support Fee applies. Three lecture hours per week. 3 credits

HUM 291 - Honors Seminar in Postmodern Studies (3 credits)

This interdisciplinary humanities course introduces postmodern theory as it applies to contemporary popular art, architecture, literature, philosophy, music, film, and the Web. Considered as both a reaction to modernism and an extension of American civil rights and counterculture movements, postmodern texts challenge culturally oppressive notions of Absolute Truth through the practice of deconstruction. Students create a final project that may be showcased at a state-wide conference. Practitioners may include The Beatles, Jorge Luis Borges, Caryl Churchill, Don DeLillo, Jacques Derrida, Matt Drudge, Philip Glass, Michael Graves, Marshall McLuhan, Camille Paglia, Suzi-Lori Parks, Art Spiegelman, and Andy Warhol. Prerequisite: Enrollment in the Commonwealth Honors Program or permission of the instructor. Competency Met:
Multicultural Perspective (5.3); Ethical Dimensions (7.0). Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall

**HUM 390 - Fieldwork in Interpreting**

**Portuguese/Spanish (3 credits)**

This capstone course provides students with actual field experience in the interpreting/translating field in combination with a one-hour professional development seminar in class. Students spend 90 supervised hours in their pre-approved placements. Students are expected to spend approximately 20 hours shadowing a professional interpreter and 70 hours interpreting/ (sight) translating in a community hospital, medical office, human services agency, legal office, court, or institution. The seminar provides students with a safe environment to analyze and reflect on their experiences, performance and progress as well as to prepare for employment. Prerequisites: For Spanish: ENG 101, HUM 156, SPA 321, SPA 322, SPA 353, SPA 354 with a grade of 'C' or better; COM 160 and CRJ 101 or CRJ 113 or MAA 101. For Portuguese: ENG 101, HUM 156, POR 321, POR 322, POR 352, POR 353 with a grade of 'C' or better; COM 160 and CRJ 101 or CRJ 113 or MAA 101. 3 credits Fall, Spring; not offered every year.

**LGL - Legal Studies**

**LGL 160 - Law Office Technology (3 credits)**

This course is an introduction to the use of computers and legal specialty computer software programs in the contemporary law office and courthouse and the ethical considerations related to the use of technology in the law. The course includes hands on computer exercises using professional software programs frequently used in the law office. Three lecture hours per week. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring

**LGL 180 - Introduction to Law (3 credits)**

This course provides the basic foundation for further legal studies. Topics include the sources of U.S. law, the U.S. court system, the difference between civil law and criminal law, and the differences between substantive law and procedural law. Other topics include an introduction to litigation, torts, contracts, ethics, and legal research. Three lecture hours per week. 3 credits Fall, Spring

**LGL 281 - Law Office Procedures (3 credits)**

This course emphasizes the administrative duties of the legal administrative assistant. Topics cover professional certification, ethics, oral and written communication, using the Internet for research, working with office equipment and basic office functions of answering the telephone, handling mail, filing, calendaring, and keeping financial records. Microsoft Outlook and Excel are used to develop core-level competencies and prepare the student to take the Microsoft Office Outlook and Excel Specialist certificate exams. Prerequisites: OFC 113 and OFC 117 with a grade of C or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

**LGL 282 - Legal Document Processing (3 credits)**

This course presents the fundamentals of legal document preparation. Students develop the formatting and editing skills needed for processing a variety of both court and non-court legal documents commonly used in law offices. The course develops further keyboarding speed and accuracy. The course requires a minimum keyboarding speed of 40 wpm to pass the course. Prerequisites: OFC 113 and OFC 117 with a grade of C or better or permission of the instructor. Three lecture hours per week. 3 credits Spring

**LGL 284 - Legal Transcription (3 credits)**

This course develops skills in legal transcription, where documents are converted from the spoken word to printed form. Students apply communication skills, problem-solving skills, and technical skills as they learn to transcribe legal documents, correspondence, and instruments using correct formatting, punctuation, and spelling. Prerequisite: LGL 282 and OFC 120 with a grade of C or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

**LGL 290 - Legal Studies Seminar (3 credits)**

This capstone course prepares students for employment within the legal profession as a paralegal or legal administrative assistant. Skills in oral and written communication, using technology to find a job, problem solving, and working collaboratively will be enhanced. Each student will prepare an employment portfolio highlighting the achievement of program outcomes. Prerequisite: Completion of 12 credits of program courses highlighting the achievement of program outcomes. 3 credits Fall; Spring

**LSM - Leisure Service Management**

**LSM 101 - Introduction to Sport Management (3 credits)**

This course explores and analyzes sport and recreation from philosophical, historical, and organizational perspectives. It also introduces the student to the field of sport management, examining professional opportunities available, resume writing, and professional networking in the field. Three lecture hours per week. 3 credits Fall

**LSM 123 - Sport as Popular Culture (3 credits)**

This course covers a broad range of topics that explore sport as a significant part of popular culture. These topics include the analysis of the production and consumption of
sport and leisure as an aspect of contemporary popular culture; the relationship between sport and leisure and the economy, the media, and politics; and the impact of class, race, gender, ethnicity, and nationality. Three lecture hours per week. 3 credits Spring

**LSM 231 - Facility Design and Event Management (3 credits)**

This course examines the processes for managing sport and event enterprises. It gives specific attention to the design and management of a sport facility as well as the skills and processes associated with administration of a sport event, whether it be participant-centered or spectator-centered. Prerequisite: LSM 101 or permission of instructor. Three lecture hours per week. 3 credits Fall

**LSM 233 - Sport Marketing and Sales (3 credits)**

This course provides an in-depth analysis of the various techniques and strategies of marketing and sales in the sport environment. It examines basic marketing and sales concepts with applications to the uniqueness of the sport and leisure industry: event marketing, sponsorship, licensing, sport information, sales and public relations. Prerequisites: LSM 101 and MAR 101, or permission of instructor. Three lecture hours per week. 3 credits Fall

**LSM 241 - Legal and Ethical Aspects of Sport (3 credits)**

This course provides an analysis of the legal and ethical aspects of the sport environment. Topics discussed include negligence; liability; control of amateur, professional, and school sport; violence/crowd control; product liability; risk management; and selected current issues. Prerequisites: LSM 101 and LSM 231, or permission of instructor. Three lecture hours per week. Competency met: Ethical Dimensions (7.0) 3 credits Spring

**LSM 243 - Budgeting and Financing Sport (3 credits)**

This course analyzes financial concepts and theories and their application in the professional, intercollegiate, recreational, and commercial sport environments. Topics include revenues and expenses of professional, intercollegiate and private sport industries; issues impacting these revenues and expenses; budgeting methods; economic impact; fundraising at the intercollegiate level; ownership in sport, and public and private funding for non-profit sport programs. Prerequisites: LSM 101 and LSM 231, or permission of instructor. Three lecture hours per week. 3 credits Spring

**MAA - Medical Administrative Assistant**

**MAA 101 - Medical Terminology (3 credits)**

This course teaches the basic design of medical terminology as used in academic, business, and health institutions. Applying a unique instructional system of memory technology, the student learns to interpret and understand thousands of complex medical terms using root words, prefixes, and suffixes. Comprehensive presentations of various body systems and anatomical structures provide a powerful foundation for technical language used in medical practices. No previous knowledge of biology, anatomy, or physiology is needed. Three class hours a week. Instructional Support Fee applies. 3 credits Fall, Spring

**MAA 102 - Medical Transcription (3 credits)**

This course includes a unique combination of authentic physician dictation, coordinated readings and exercises by medical specialty, and supplementary information vital to every medical transcriptionist. Dictated reports, including chart notes, consultations, history and physical examinations, emergency room reports, and procedure notes are transcribed using word processing software and state-of-the-art transcription equipment. Student must receive a grade of C or better and obtain a keyboarding speed of 45 wpm to progress to MAA 203. Pre or co-requisite: OFC 214, MAA 101, and OFC 120 with a grade of C or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

**MAA 103 - Medical Assisting Administrative Procedures (3 credits)**

This comprehensive course prepares Medical Assisting students to perform administrative procedures in the medical office. Students develop skills using computer software to schedule and manage appointments and to execute data management using electronic medical records (EMR). The course also covers telephone techniques, records and office management, managing practice finances, professionalism, medical law, ethics and effective communication with patients and staff. Prerequisite: Medical Assisting students only. Other students interested in Medical Assisting may register for this course with the approval of the instructor or program coordinator. Two lecture hours and three lab hours a week. Instructional Support Fee applies. 3 credits Fall

**MAA 203 - Advanced Medical Transcription (3 credits)**

This course prepares the student for entry-level employment using various medical software programs to strengthen and expand medical transcription skills, to reinforce the techniques of transcribing, and to build transcription speed and accuracy. Prerequisite: MAA 102 with a grade of C or better and a minimum keyboarding speed of 45 wpm. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

**MAA 204 - Medical Insurance Forms Preparation (3 credits)**

This course provides students with an understanding of medical insurance. It also covers collecting patient
information, coding procedures, audit trails, insurance claims, and preparing insurance forms within the scope of HIPAA and medical ethics. Training is provided on a billing/accounting software program. Pre or co-requisite: OFC 113 or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

MAA 205 - Medical Office Procedures (3 credits)
This course emphasizes the duties required of a medical administrative assistant in an office setting. Students develop critical thinking skills through practice with interactive software, appointment scheduling software, index and filing, office finances, and telephone techniques. The course emphasizes medical standards, medical ethics, and medical law. Students also participate in a job shadow experience. Prerequisite: OFC 113 with a grade of C or better or permission of the instructor. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

MAA 209 - Medical Office Portfolio Development (1 credit)
This course prepares medical office students for employment. Students identify their short- and long-term goals and work on developing their strengths and minimizing weaknesses. Students attend workshops for career research and dressing for success. Students create a resume, cover letter, and reference list, and practice job interviewing techniques. A comprehensive portfolio is created to include the above topics as well as sample work from various courses taken in their program, activities in critical thinking, communication skills, and current events in job placement. Pre or co-requisite: MAA 205 or permission of the instructor. One lecture hour per week. 1 credit Spring

MAN - Management

MAN 101 - Principles of Management (3 credits)
This course emphasizes the global perspective in management principles. The overall objective is to introduce the student to the world of the modern first-line and middle-level manager. The course focuses on the behavioral and functional nature of management and presents contemporary management challenges related to cultural diversity and the global business environment. Three lecture hours per week. 3 credits Fall, Spring, Summer

MAN 152 - Purchasing (3 credits)
A survey of procurement functions, the course deals with definition of function, responsibilities, and relationship to the organization, considering relevant purchasing personnel and assisting them in handling responsibilities. Recommended: MAN 101 and BUS 111. Three lecture hours per week. 3 credits Fall

MAN 154 - Small Business Management (3 credits)
This course is designed to supply prospective and current small business managers with the essential concepts of starting and operating small businesses. The course includes problems in initiating the business, financial and administrative control, marketing programs and policies, economic, legal, and social relationships. The course discusses case studies involving actual business situations. Recommended: MAN 101 and MAR 101. Competency met: Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

MAN 251 - Human Resources Management (3 credits)
A study of the philosophy and policy considerations that are basic in sound personnel practices. Emphasis is placed on the components of a full human resource management program including recruitment, selection, training, evaluation, compensation and labor relations. Behavioral science contributions to the personnel function are an integral part of the course. Prerequisite: MAN 101 with C or better or permission of department chair. Three lecture hours per week. 3 credits Spring

MAN 290 - Managing an Enterprise (3 credits)
This course covers the essential concepts of managing a wide range of for-profit and non-profit enterprises. Course material is presented within the context of a global-operating environment. It includes, but is not limited to, three dimensions of the successful practice of management: managing an existing enterprise, preparing for the future, and managing oneself. Research involving actual organizational situations is used. Completion of ACC 102 and MAR 101 prior to enrollment is recommended. Prerequisite: MAN 101 or permission of the Business Administration department chair. Three lecture hours per week. Competency met: Global Awareness (5.2) 3 credits Fall, Spring

MAR - Marketing

MAR 101 - Principles of Marketing (3 credits)
This course emphasizes the global perspective in marketing principles. The course presents basic marketing concepts, marketing functions, institutions, policies, and marketing systems as they relate to the challenges of diverse cultures and the global business environment. Three lecture hours per week. 3 credits Fall, Spring, Summer

MAR 114 - Sales Principles (3 credits)
This course focuses on the changing, dynamic nature of professional selling and the people who choose a career in it. The course emphasizes the salesperson, the company and sales techniques. Recommended: MAR 101 first. Three lecture hours per week. 3 credits Fall, Spring
MAR 253 - Sales Management (3 credits)
The course is designed to provide students with the background that will enable them to be more effective managers at all levels in a firm. Emphasis is placed on the planning function of management involving methods used in sales analysis and planning. Principles of management as they relate to the sales organization are reviewed and sales management activities involved in maintaining an effective sales force are detailed. Prerequisite: C or better in MAR 101 and MAN 101 or permission of department chair. Three lecture hours per week. 3 credits Spring

MAR 255 - Advertising Principles (3 credits)
An introduction to advertising, including types of advertising, planning and preparation of advertising, and evaluation and selection of media. Recommend MAR 101 first. Three lecture hours per week. 3 credits Fall, Spring, Summer

MAS - Medical Assisting
MAS 101 - Medical Assisting Clinical Procedures I (3 credits)
This course is an introduction to basic procedures to assist in the examination and treatment of patients in the medical office. Students develop knowledge and skills in standard precautions, infection control, measurement of vital signs, and use and pronunciation of medical terms. Students learn to record medical histories, to assist with general and specialized exams, vision and hearing acuity testing, respiratory testing, displaying a professional image, and to utilize basic principles of applied psychology and medical ethics. Communication is emphasized with respect for individual diversity by incorporating awareness of one’s own biases in areas including gender, race, religion, age, and economic status. Pre or co-requisite: BIO 115 or BIO 234, and MAS 121. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Fall; Day only

MAS 102 - Medical Assisting Clinical Procedures II (3 credits)
This course further develops the student's clinical skills and prepares them to perform a variety of procedures in the medical office or clinic. Students develop knowledge and skills in communication, assessment and triaging, pharmacology, administration of medications, basic principles of nutrition, and basic principles of psychology. Pre or co-requisite: BIO 115 or BIO 233 and BIO 234, MAS 101 or permission of the instructor. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

MAS 121 - Medical Assisting Laboratory Procedures I (3 credits)
This course explores the laboratory procedures and techniques used in the modern medical office. The primary focus is on safety, quality assurance, quality control, laboratory equipment, supplies, and CLIA waived tests performed in urinalysis, hematology, and coagulation. The course also includes emergency preparedness, CPR, procurement of specimens, laboratory math, recordkeeping, and effective communication with patients and staff. Pre or co-requisites: BIO 115 or BIO 234, and MAS 101. Two lecture hours and three laboratory hours per week. Instructional Support Fee applies. 3 credits Fall

MAS 122 - Medical Assisting Laboratory Procedures II (3 credits)
This course continues to stress protective practices and infection control. It also explores laboratory procedures and techniques in microbiology, serology, immunohematology, and chemistry. Procurement of specimens is emphasized with adaptations based on individual needs (i.e. cultural and environmental), developmental life stages, language, and physical threats to communication. Students learn to screen patient results and executive data management using electronic healthcare records such as the EMR. Prerequisite: BIO 115 or BIO 234 and MAS 101, MAS 121. This course runs for seven weeks and includes four lecture hours and six laboratory hours per week. Instructional Support Fee applies. 3 credits Spring; Day only

MAS 200 - Medical Assisting Practicum and Theory (4 credits)
Students are assigned supervised clinical experiences to practice medical assisting duties and responsibilities learned in class and college laboratories. Various sites are utilized, including medical offices, outpatient clinics, laboratories, and surgical centers. The course includes a weekly seminar to correlate practice and theory and to develop workplace readiness practices. Prerequisite: HCI 124, HLT 102, HLT 122, MAA 103, MAS 102. This class includes 166 clinical externship hours and 21 seminar hours; offered in the second half of the semester. Instructional Support Fee applies. 4 credits Spring

MED - Clinical Laboratory Science
MED 101 - Introduction to Clinical Laboratory Science (3 credits)
This course explores the nature and scope of clinical laboratory work. The primary focus is the role of the laboratory in the delivery of health care in various settings, emphasizing types of health care facilities, regulatory agencies affecting laboratory operations, responsibilities, duties and professional conduct expected of clinical
MED 102 - Urinalysis (3 credits)

This course consists of integrated instruction between the College and an affiliated hospital laboratory. The principles and procedures of the routine urinalysis will be studied as well as the normal and abnormal physiological functions of the renal system. Prerequisite: MED 101, BIO 154, CHM 115 all with a grade of C or better. Co-requisite: MTH 119, and CHM 116. Two hours lecture and two hours lab per week. At the end of the semester students will spend one week (30 hours) in an affiliated laboratory. Instructional Support Fee applies. 3 credits  Fall

MED 103 - Immunohematology (5 credits)

The course introduces theoretical principles of immunology which involve the structure, function and interactions of the immune system. The serological techniques useful in the diagnosis of many diseases will be reviewed and performed at the College. Prerequisite: CHM 116, BIO 239, MED 102 and MTH 119 all with a grade of C or better. This course includes 45 hours of lecture and 30 hours of laboratory. Instructional Support Fee applies. 4 credits  Fall

MED 105 - Microbiology (5 credits)

The course consists of integrated instruction between the College and an affiliated hospital laboratory. This is a comprehensive study of both theory and practical aspects of clinical microbiology. Emphasis is placed on the collection and handling of clinical specimens as well as the primary isolation and identification of the most frequently encountered bacteria pathogenic to humans. Other topics discussed include antimicrobial chemotherapy and host resistance. Prerequisite: BIO 239, CHM 116, MED 102, and MTH 119 all with a grade of C or better. This course includes 45 hours of lecture and 45 hours of teaching laboratory to be completed at the College during the first half of the semester. The clinical laboratory experience consists of 120 hours to be completed at an affiliate hospital laboratory and 6 hours of clinical seminar during the second half of the semester. Instructional Support Fee applies. 5 credits  Fall

MED 200 - Hematology (5 credits)

This course consists of integrated instruction between the College and an affiliated hospital laboratory. The theory and practice of routine hematology is studied. Topics include the collection and handling of clinical specimens, the origin, development, and function of human blood cells in health and disease, hemostasis and coagulation, automation, computerization, and quality control. Routine hematology and coagulation testing is emphasized. Prerequisite: MED 102, BIO 239, CHM 116, and MTH 119 all with a grade of C or better. This course includes 30 hours of lecture and 30 hours of teaching laboratory to be completed at the College during the first half of the fall semester, and 120 hours of clinical laboratory experience at an affiliate hospital laboratory and 6 hours of clinical seminar at the College during the second half of the semester. Instructional Support Fee applies. 5 credits  Spring

MED 205 - Immunology - Serology (4 credits)

This course is a continuation of MED 206. The microorganisms studied are those which require specialized techniques in both collection and identification. These pathogens include those organisms belonging to the following groups: anaerobic bacteria, mycobacteria, fungi and parasites. Many of the diseases caused by these organisms produce chronic infections that have plagued humanity. Society and traditional social behaviors are explored as they relate to health and disease progression across the globe. Prerequisite: MED 206 with a grade of C or better. This course includes 45 hours of lecture and 45 hours of teaching laboratory at the College. Instructional Support Fee applies. Competency met: Global Awareness (5.2) 4 credits  Spring

MED 206 - Medical Microbiology I (6 credits)

This course consists of integrated instruction between the College and an affiliated hospital laboratory. The primary focus of the course is the biochemical analysis of blood and body fluids in health and disease. Topics include routine manual and automated testing methods, electrophoreses, safety practices and quality control. Prerequisite: MED 200 with a grade of C or
better. The course includes 45 hours of lecture and 30 hours of teaching laboratory to be completed at the College during the first half of the semester, and 120 hours of clinical laboratory experience at an affiliate hospital laboratory and 6 hours of clinical seminar at the College during the second half of the semester. Instructional Support Fee applies. 6 credits Spring

MED 218 - Selected Topics in Clinical Laboratory Science (3 credits)

This course offers students an opportunity to study a specific topic in Clinical Laboratory Science. Course topics are announced each semester. Prerequisite: to be determined by the course offered. One to three class hours per week. Instructional Support Fee applies. 1-3 credits Not offered each year.

MTH - Mathematics

- Arithmetic Competency

Arithmetic Competency - Students earn this competency by demonstrating a mastery of arithmetic topics including: working with whole numbers, fractions, decimals, ratios, proportions, and percents; performing unit conversions; calculating basic statistics and interpreting data; and solving applications of the topics cited above. The competency can be earned in the following ways: achieving a score of 60 or higher on the Classic Arithmetic Accuplacer placement exam, achieving a score of 256 or higher on the Next Generation Arithmetic Accuplacer placement exam, achieving a score of 72 or higher on the Classic Elementary Algebra placement exam, achieving a score of 262 or higher on the Next Generation Quantitative Reasoning, Algebra, and Statistics (QAS) Accuplacer placement exam, achieving a score of 268 or higher on the Next Generation Quantitative Reasoning, Algebra, Statistics (QAS) Accuplacer placement exam, earning a grade of CD (equivalent to a C-) in MTH 011 Arithmetic, successfully completing modules 9-12 in MTH 001 (p. 570), (the first or second course in a computer-aided study of developmental mathematics), or by exemption. Exemptions require either the transfer of a college level math course or a satisfactory high school GPA. Contact the Admissions Office for GPA eligibility requirements.

- Introductory Algebra Competency

Introductory Algebra Competency - Students earn this competency by demonstrating a mastery of introductory algebra topics including: operations with signed numbers; evaluating algebraic expressions and formulas; working with polynomials, linear equations and inequalities in one variable; solving word problems, graphing linear equations in two variables; and working with scientific notation. The competency can be earned in the following ways: achieving a score of 72 or higher on the Classic Elementary Algebra Accuplacer placement exam, achieving a score of 262 or higher on the Next Generation Quantitative Reasoning, Algebra, and Statistics (QAS) Accuplacer placement exam, earning a grade of CD (equivalent to a C-) in MTH 021 Introductory Algebra, successfully completing modules 5-8 in MTH 001/002 (p. 570), (the first or second course in a computer-aided study of developmental mathematics), or by exemption. Exemptions require either the transfer of a college level math course or a satisfactory high school GPA. Contact the Admissions Office for GPA eligibility requirements.

MTH 001 - Developmental Mathematics I (3 credits)

This is the first course in a modularized study of Arithmetic, Algebra, and possibly Intermediate Algebra (depending on program requirements) to prepare students for college-level mathematics courses. The material in Modules 1-4 are equivalent to MTH 011, modules 5-8 to MTH 021, and modules 9-12 to MTH 031. A minimum of four consecutive modules must be completed in this course to earn a passing grade, but students are encouraged to complete as many modules as possible until the prerequisites of their program requirements are met. Three lecture hours per week. Instructional Support fee applies. 3 Credits Fall, Spring, Summer

MTH 002 - Developmental Mathematics II (3 credits)

This is the second course in a modularized study of Arithmetic, Algebra, and possibly Intermediate Algebra (depending on program requirements) to prepare students for college-level mathematics courses. The material in Modules 1-4 is equivalent to MTH 011, modules 5-8 to MTH 021 and modules 9-12 to MTH 031. A minimum of four consecutive modules must be completed in this course to earn a passing grade, but students are encouraged to complete as many modules as possible until the prerequisite of their program requirements are
met. Prerequisite: a grade of CD or higher in MTH 001. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

**MTH 003 - Developmental Mathematics III (3 credits)**

This is the third course in a modularized study of Arithmetic, Algebra, and possibly Intermediate Algebra (depending on program requirements) to prepare students for college-level mathematics courses. The material in Modules 1-4 are equivalent to MTH 011, 5-8 to MTH 021 and 9-12 to MTH 031. A minimum of four consecutive modules must be complete to earn a passing grade in this course, but students are encouraged to complete as many modules as possible until the prerequisites of their program requirements are met. Prerequisite: a grade of CD or higher in MTH 002. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

**MTH 011 - Arithmetic (3 credits)**

This course is a study of arithmetic. Topics include: working with whole numbers, fractions, decimals, ratios, proportions, and percents; performing unit conversions; calculating basic statistics and interpreting data; and solving applications of the topics cited above. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

**MTH 021 - Introductory Algebra (3 credits)**

This course is designed for students who need an algebra refresher. The topics included are: operations with signed numbers; evaluating algebraic expressions and formulas; working with polynomials, linear equations and inequalities in one variable; solving word problems, graphing linear equations in two variables; and working with scientific notation. Students who achieve at least one of the following will have demonstrated Introductory Algebra Competency: successful completion of Module 8 or beyond; or a grade of CD or higher in MTH 021; or a score of 72 or higher on the elementary algebra placement exam. Prerequisite: Arithmetic Competency (p. 570). MTH 021 may not be used to meet the General Education Mathematics competency, nor does it carry degree credit. Grade points earned in this course will NOT be included permanently in the cumulative GPA. Grade points earned in this course WILL be included permanently in the cumulative SPI. Three lecture hours per week. Instructional Support Fee applies. 2 credits Fall, Spring, Summer

**MTH 031 - Intermediate Algebra (3 credits)**

This is a second course in algebra. Topics included are: solving first degree equations, inequalities and applications; graphing linear equations and inequalities; factoring algebraic expressions; working with rational expressions and solving equations containing rational expressions; simplifying complex fractions; solving systems of linear equations; working with variation; and performing basic manipulations of functions. Students who achieve at least one of the following will have demonstrated Intermediate Algebra Competency: successful completion of Module 12; or a grade of CD or higher in MTH 031; or a score of 82 or higher on the elementary algebra placement exam. Prerequisite: Introductory Algebra Competency; or a grade of C- or higher in High School Algebra I and in high school Geometry and Arithmetic Competency. MTH 031 may not be used to meet the General Education Mathematics competency, nor does it carry degree credit. Grade points earned in this course will NOT be included permanently in the cumulative GPA. Grade points earned in this course WILL be included permanently in the cumulative SPI. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

**MTH 060 - Topics in Developmental Mathematics (2 credits)**

This course presents selected topics in developmental algebra to support students registered for a paired college-level mathematics course. Topics will be selected by the Mathematics Department to coincide with those needed in the college-level course. Prerequisite(s): Arithmetic Competency. Two lecture hours per week. Instructional Support Fee applies. 2 credits Fall, Spring, Summer

**MTH 111 - Technical Mathematics for Fire Science (3 credits)**

This course provides the necessary mathematical tools for solving problems encountered in physics, chemistry, and fire science courses. This course is required of Fire Science students. Topics included are operations with whole numbers, fractions and decimals, percents, ratio and proportion, graphing, powers and roots, basic algebra, basic geometry and measurement, including metrics. Examples of mathematics applied to fire science are given. Prerequisite: Introductory Algebra Competency. Three lecture hours per week. Instructional Support Fee applies. Competency Met: Quantitative and Symbolic Reasoning (4.0) - Fire Science only. 3 credits Fall, Spring

**MTH 115 - Culinary Math**

This course is aimed at Culinary Arts students and provides the mathematical tools necessary for solving problems encountered in the modern kitchen. Topics include: recipe scaling including measurement conversions, percentages as they relate to as-purchased, edible-portion, and yield, and calculations as they relate to menu costs and pricing, profit and loss, payroll and taxes. Prerequisite(s): Arithmetic Competency. Competency Met: Quantitative and Symbolic Reasoning(4.0) - Culinary Arts only. Three
MTH 119 - Fundamental Statistics (3 credits)
This course provides a survey of statistical methods, with examples taken from sociology, psychology, education, and related fields. A minimum background in mathematics is assumed. Topics include descriptive statistics, measures of central tendency and variability, probability, binomial and normal distributions, estimation, correlation, regression sampling distributions, and hypothesis testing. Prerequisite: Arithmetic Competency and Introductory Algebra Competency, or Arithmetic Competency and concurrent registration in MTH 060. Three lecture hours per week. 3 credits Fall, Spring.

MTH 125 - Modern College Mathematics (3 credits)
This course gives the student a better appreciation and understanding of mathematics with a minimum of algebraic manipulation. Topics may be selected from the following: sets, logic, inductive reasoning, elementary number theory, consumer mathematics, probability, statistics, and number systems. Prerequisite: Arithmetic competency and Introductory Algebra competency, or Arithmetic competency and concurrent registration in MTH 060. Three lecture hours per week. 3 credits Fall, Spring, Summer.

MTH 127 - Mathematics for Elementary School Teachers I (3 credits)
This course develops understanding of the mathematical content of number and operations at the deep level required for successful elementary school teaching in ways that are meaningful to pre-service elementary teachers. Topics include: place value and arithmetic models; mental math; algorithms; prealgebra; factors and prime numbers; fractions and decimals; ratio; percentage and rates; integers; and elementary number theory. Prerequisites: Arithmetic Competency and Intermediate Algebra Competency. Three lecture hours per week. 3 credits Fall, Spring, Summer.

MTH 128 - Mathematics for Elementary School Teachers II (3 credits)
This course is a continuation of MTH 127. Topics include algebraic reasoning and representation, statistics, probability, geometry, and measurement. Prerequisite: a grade of C- or higher in MTH 127. Three lecture hours per week. 3 credits Fall, Spring, Summer.

MTH 131 - Elements of College Mathematics (3 credits)
Topics for this course include linear, quadratic, exponential and logarithmic functions; break-even analysis; matrix algebra; simplex method of linear programming; and the mathematics of finance. Prerequisite: Arithmetic Competency; and Intermediate Algebra Competency. Three lecture hours per week. 3 credits Fall, Summer.

MTH 132 - Calculus with Applications (3 credits)
This course is a continuation of MTH 131. Topics include limits, continuity, differential calculus, applications of differential calculus, integral calculus, and applications of integral calculus. Prerequisite: a grade of C- or higher in MTH 131. Three lecture hours per week. 3 credits Fall, Summer.

MTH 141 - Technical Mathematics I (4 credits)
This course provides engineering technicians with the necessary mathematical tools to solve engineering problems. Topics covered are: scientific notation; units of measurement; review of algebra; functions; the trigonometric functions; right angle trigonometry; and vectors and oblique triangles. Prerequisite: Arithmetic Competency; and Intermediate Algebra Competency. Four lecture hours per week. 4 credits Fall.

MTH 142 - Technical Mathematics II (4 credits)
This course is a continuation of MTH 141. Topics included are graphs of the trigonometric functions; radicals; the j-operator; exponential and logarithmic functions; systems of equations; analytic geometry; and additional topics in trigonometry. Prerequisite: grade of C- or higher in MTH 141. Four lecture hours per week. 4 credits Fall.

MTH 152 - College Algebra (3 credits)
This course is designed to present advanced algebra in order to prepare students for precalculus. Topics in this course include: radicals; complex numbers; graphs and their relations to functions; elementary functions; quadratic equations; and conic sections. Prerequisite(s): Arithmetic Competency and Intermediate Algebra Competency. Three lecture hours per week. 3 credits Fall, Spring, Summer.

MTH 160 - Topics in Mathematics (3 credits)
This is a one-semester course on a specific topic in mathematics. Topics are announced each semester that the course is offered. Prerequisite: Arithmetic Competency; and Introductory Algebra or Intermediate Algebra Competency. Three lecture hours per semester. 3 credits Not offered every year.

MTH 172 - Precalculus with Trigonometry (4 credits)
This course is designed to present both pre-calculus and trigonometry topics. Topics in this course include: polynomial and rational functions; exponential and logarithmic functions; right triangle trigonometry; graphs of trigonometric functions; trigonometric identities; the inverse trigonometric functions; solutions to trigonometric equations; vectors; and the polar coordinate system. Prerequisite(s): a grade of C- or higher in MTH 152. Four lecture hours per week. Instructional Support Fee applies.
MTH 214 - Calculus I (4 credits)
This course is an introduction to calculus and provides students with initial exposure to limits and continuity, the derivative, and differentiation and integration of algebraic, trigonometric, logarithmic, and exponential functions, as well as applications of differentiation. In addition to the four-hour lecture, a one-hour lab is required each week. Prerequisite: a grade of C- or higher in MTH 172. Four lecture hours and one laboratory hour per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

MTH 215 - Calculus II (4 credits)
This course is a continuation of MTH 214. Topics covered include: applications of the definite integral; techniques of integration; parametric equations; polar coordinates; and infinite sequences and series. Prerequisite(s): a grade of C- or better in MTH 214. Four lecture hours and one computer laboratory hour per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

MTH 243 - Discrete Structures I (3 credits)
This is the first course in a two-course sequence that presents the topics from discrete mathematics and logic needed in the study of computer science, focusing on mathematical reasoning, discrete structures, combinatorial analysis, algorithmic thinking, and various applications. Topics include: propositional logic; set theory; methods of proof; basic number theory; recursive definitions; and counting problems. Prerequisite(s): a grade of C- or higher in MTH 152. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall

MTH 244 - Discrete Structures II (3 credits)
This is a continuation of MTH 243, Discrete Structures I. Topics include: advanced counting problems; relations; graph theory; Boolean algebra; and languages and grammars. Prerequisite(s): a grade of C- or higher in MTH 243. Three lecture hours per week. 3 credits Spring

MTH 251 - Fundamental Business Statistics (3 credits)
This course serves as an introduction to statistics with applications to business scenarios. Topics include: methods of collecting, tabulating and graphically representing data; measures of central tendency, dispersion, skewness, and kurtosis; basic probability rules; binomial and normal probability distributions; sampling distributions; and estimation. Applications will be stressed throughout the course. Prerequisite: Arithmetic Competency; and Intermediate Algebra Competency. Three lecture hours per week. 3 credits Fall, Summer

MTH 252 - Statistics for Decision Making (3 credits)
This course demonstrates the use of statistical methods in business decision-making situations. Topics included are: sampling and estimation; hypothesis testing; linear regression and correlation; contingency tables; and statistical quality control. Prerequisite(s): a grade of C- or higher in MTH 251. Three lecture hours per week. 3 credits Fall, Spring, Summer

MTH 253 - Calculus III (4 credits)
This course is a continuation of MTH 215. Topics include: two- and three-dimensional vectors; vector functions; partial derivatives; multiple integrals; and vector calculus. In addition to the four-hour lecture, a one-hour lab is required each week. Prerequisite(s): a grade of C- or higher in MTH 215. Four lecture hours and one computer laboratory hour per week. Instructional Support Fee applies. 4 credits Fall, Spring, Summer

MTH 254 - Ordinary Differential Equations (3 credits)
This course covers the methods of solving ordinary differential equations and applications in engineering and the sciences. Topics include equations of the first order, higher order equations, power series solutions and applications. Prerequisite(s): a grade of C- or higher in MTH 215. Three lecture hours per week. 3 credits Fall, Spring, Summer

MUS - Music

MUS 111 - History of Music I (3 credits)
Major forms and styles from the Middle Ages to the present, as seen against sociological and cultural backgrounds, are studied. The course includes lectures, recordings, live music in the classroom and attendance at concerts. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring, Summer

MUS 112 - History of Music II (3 credits)
A continuation of the study of major forms and styles from a variety of ethnic cultures, including jazz and popular music throughout the world as seen against sociological and cultural backgrounds. The course includes lectures, recordings, live music in the classroom, and attendance at concerts. Three lecture hours per week. 3 credits Fall, Spring, Summer

MUS 113 - Introduction to Music Theory (3 credits)
This course is a practical introduction to the fundamentals of music. Class work emphasizes ear training, including rhythmic and melodic dictation, and the acquisition of keyboard skills with an emphasis on chords and harmonizing melodies. Some improvisation techniques will also be included. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring
MUS 114 - Music Theory II (3 credits)
This course is a continuation of Music Theory I. Students study four-part harmony, modulation, 7th chords of all types, appropriate elements of analysis for various musical styles, basic species counterpoint (first species), voice leading, and two- and three-part forms. Prerequisite: MUS 113 or permission of instructor. Three hours of lecture per week. 3 credits Fall, Spring

MUS 116 - Music for the Child (3 credits)
A practical approach to presenting music to children, including nursery and folk songs, musical games, rhythm bands, simple folk dances and the staging of puppet shows learned through student group performance in class. The student will compile musical materials which can be used in future employment. Three lecture hours per week. 3 credits Fall, Spring

MUS 117 - Sound Design for Multimedia (3 credits)
This hands-on course shows students how sound can be employed to underscore, to provide spatial dimension, to provide subtext in media. Students produce soundtracks to contextualize, to provide emotional dimension, and to employ sound to underscore, to provide spatial dimension, to create subtext in media. Students are introduced to outstanding examples of soundtracks and sound designs from the world of cinema, as well as other media. Three lecture hours and one laboratory hour per week. 3 credits Fall, Spring

NUR - Nursing

NUR 100 - Introduction to Professional Nursing (1 credit)
This course provides opportunities for students to explore a variety of factors and issues that influence contemporary nursing practice. These include an introduction to professional nursing practice, historical perspectives of nursing, contemporary models of nursing education and practice, health care delivery systems, and an introduction to Publication Manual of the American Psychological Association (APA) and informatics. Co-requisite: NUR 101 or permission of the instructor. Students must receive a C+ (77) or better in NUR 100 and NUR 101 to continue in the program. One class hour a week. Hybrid course 1 credit Fall/Spring; Day/eHealth option.

NUR 101 - Fundamentals of Nursing (8 credits)
This course focuses on basic human needs. It emphasizes the care of persons threatened by simple homeostatic deviances that interfere with basic human needs. Students are introduced to the nursing process as they develop basic nursing skills in the college and clinical laboratories. Day, evening, and weekend hours are used for clinical teaching. Students must receive a C+ (77) or better to continue in the program. Prerequisites: CSS 101, ENG 101, PSY 101, BIO 233, all with a grade of B- or better; Co-requisite: NUR 100. Four class hours and twelve practice hours a week in hospitals and health agencies. Instructional Support Fee applies. 8 credits Fall, Day/eHealth option.

NUR 102 - Parent-Child Health Nursing (8 credits)
This course focuses on the developmental needs of the growing family during the child bearing and child rearing phases. It emphasizes assisting the members of the growing family to maintain the ability to meet their developmental needs and/or to regain this ability when threatened by homeostatic deviances. Students continue to use the nursing process and to develop basic nursing skills in the college and clinical laboratories. Day, evening, and weekend hours are used for clinical teaching. Prerequisite: NUR 101 with a grade of C+ (77) or better. Pre or co-requisite: PSY 252, BIO 234. Four lecture and twelve practice hours a week in hospitals and health agencies. Instructional Support Fee applies. 8 credits Spring; Day/eHealth option

NUR 201 - Nursing Care of the Adult I (9 credits)
This course focuses on the nursing care of adults with common health problems. Students apply the nursing process by identifying client problems, selecting interventions and administering care to adults experiencing homeostatic deviances in the areas of food, fluid, and oxygen balance; sexuality; and emotional equilibrium. Day, evening, and weekend hours are used for clinical teaching. Prerequisite: NUR 101 and NUR 102 with a grade of C+ (77) or better, PSY 252. Co-requisite: BIO 239. Four lecture and fifteen practice hours per week in hospitals and health agencies. Instructional Support Fee applies. 9 credits Fall, Day/eHealth option.

NUR 202 - Nursing Care of the Adult II (9 credits)
This course continues to address the nursing care of adults with common health problems as initiated in NUR 201. The focus is on nursing care of the adults with homeostatic deviances related to metabolic balance, activity, sensation, neurologic integrity, and emotional equilibrium. The course provides a variety of community-based learning experiences. Day, evening and weekend hours are used for clinical teaching. Prerequisite: NUR 201 with a grade of C+ (77) or better; BIO 239. Pre or co-requisite: NUR 203. Four lecture hours and fifteen practice hours per week in hospitals and health agencies. Instructional Support Fee applies. 9 credits Spring; Day/eHealth option.

NUR 203 - Trends in Nursing (1 credit)
This course provides opportunities for students to explore a variety of factors and issues which influence contemporary nursing practice. These include application of evidence based practice, leadership, management, and delegation concepts, role transition, community practice, and continued development into the nurse role. Co-requisite: NUR 202. Students must receive a C+ (77) or better in NUR 202 and NUR 203 to continue in the
OFC - Office Administration

OFC 102 - Computer Keyboarding (1 credit)
This course helps students achieve greater efficiency and productivity through touch-method keyboarding. Computer keyboarding software is used to teach the alpha-numeric standard keyboard and to build speed and accuracy. A minimum speed of 20 wpm based on a three-minute supervised timing with three or fewer errors is required to receive a passing grade for this course. One to four hours per week (for a total of 15 hours per semester). Prerequisite: A passing score on the Office Administration department keyboarding placement test or a C or better in OFC 102. Instructional Support Fee applies. 1 credit Fall, Spring, Summer

OFC 113 - Introduction to Microsoft Word (3 credits)
This course focuses on using Microsoft Word to create business documents and develop core-level competencies using Microsoft Office Specialist guidelines. Students apply developing skills to create memos, letters, simple reports, and tables. The course includes intensive speed development drills to increase speed and accuracy. A minimum speed of 30 wpm based on a supervised three-minute timing with three or fewer errors is required to receive a passing grade for the course. Prerequisite: A passing score on the Office Administration department keyboarding placement test or a C or better in OFC 102. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

OFC 117 - Introduction to Computers and Software Applications (3 credits)
Students will learn hardware and software concepts, how to navigate Windows Explorer efficiently, and how to use common features shared by multiple applications. Correct and safe use of internet browsers, search engines, and email will be taught. After learning and gaining a solid knowledge of business software such as Word, Excel, PowerPoint and Access; students will learn how to integrate these applications to create cross application projects. Case studies will be used to simulate the work environment. Three lecture hours per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 3 credits Fall, Spring, Summer

OFC 120 - Text Editing (3 credits)
Editing and proofreading documents involve more than just using the spell check on your computer. This course will review sentence structure, grammar usage, punctuation, capitalization, and number style. Frequently misspelled words and confusing words will also be covered. Students' skills will be enhanced through proofreading and editing business documents. Three lecture hours per week. 3 credits Fall, Spring

OFC 130 - Microsoft Office Word Specialist (3 credits)
This course focuses on practice and preparation for the Microsoft Office Certified Application Specialist exam by providing in-depth training through hands-on applications and critical thinking exercises. Students learn to create, edit, and format documents; apply styles and design; use spell checker and thesaurus; create headers, footers, and fields; manage documents; work with basic tables and formulas; use graphics and pictures; create footnotes and endnotes; and create mail merges. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

OFC 131 - Microsoft Office Excel Specialist (3 credits)
This course focuses on Excel skills needed to obtain detail-oriented, analytical positions throughout the business industry. The course provides in-depth training through relevant hands-on applications and critical thinking exercises. Students learn to create charts; enter, format, and analyze data; create and work with formulas, functions and recording macros; and move, export, manage, and integrate data. The course prepares students to take the Microsoft Excel certification exam. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

OFC 132 - Microsoft Office PowerPoint Specialist (3 credits)
This course focuses on practice and preparation for the Microsoft Office Certified Application Specialist exam by providing in-depth training through hands-on applications and critical thinking exercises. Students learn to create presentations, as well as to enhance slides with graphics and objects, sound/animation, object linking, and embedding. Students increase their efficiency in developing effective presentations as they create electronic slide shows. Microsoft NetMeeting software is introduced in this course. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

OFC 133 - Microsoft Office Access Specialist (3 credits)
This course focuses on practice and preparation for the Microsoft Office Certified Application Specialist exam by providing in-depth training through hands-on applications and critical thinking exercises. Students learn to use tables and datasheets, display information in reports from a database, integrate Access with other programs, organize and manage a database, create relationships, create queries, secure and customize Access, and share Access data with other applications. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer
OFC 134 - Microsoft Office Outlook Specialist (3 credits)

This course focuses on practice and preparation for the Microsoft Office Certified Application Specialist exam by providing in-depth training through hands-on applications and critical thinking exercises. Students learn the features of Outlook for email, manage schedules using calendars, manage folders and contacts, organize work using tasks and notes, and customize Outlook using advanced features. Students learn to manage time and information and connect across boundaries. Three hours of lecture per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

OFC 136 - Microsoft Project (3 credits)

Students learn how to design and create new project plans; work with tasks, resources, and projects information; customize projects and reports. Topics include setting up projects; entering tasks and resources; linking tasks; setting up and assigning resources; saving a baseline; addressing constraints and deadlines; changing task types; sorting, grouping, and filtering; reporting status; importing and exporting information; and exploring the advanced capabilities of the software. Three hours of lecture per week. 3 credits Fall, Spring

OFC 150 - Speech Recognition (3 credits)

This course introduces students to speech recognition and emphasizes its usefulness in improving personal productivity. Students learn to use voice and continuous speech recognition software to create documents without using a computer keyboard. Students improve writing, reading, and speaking skills by learning to enunciate correctly and speak clearly; thus, preventing repetitive stress injuries caused by overuse of the computer keyboard. Three lecture hours a week. Instructional Support Fee applies. 3 credits Fall, Spring

OFC 160 - Veterinary Administrative Software I (1 credit)

This course will provide basic skills in locally used veterinary software with an emphasis placed on reception, payment, scheduling, and inventory. Pre or co-requisite(s): ANS 205. One lecture hour per week. 1 credit Fall

OFC 161 - Veterinary Administrative Software II (1 credit)

This course will provide advanced skills in locally used veterinary software with emphasis placed on processing reports, examining the patient/visit workflow, laboratory workflow, and imaging workflow. Advanced inventory management will be examined. Prerequisite: OFC 160 with a grade of "C" or better. One lecture hour per week. 1 credit Spring

OFC 214 - Advanced Microsoft Word (3 credits)

This course focuses on document mastery and advanced word processing functions using Microsoft Word. Students advance to the expert level of word processing and apply functions to business correspondence, mail merges, memos, tables, complex reports, and newsletters. The course also includes graphic and design enhancement functions, which give students the skills they need to produce professional and appealing documents and business communications. A minimum speed of 40 wpm based on a supervised five-minute timing with five or fewer errors is required to receive a passing grade for the course. Prerequisite: OFC 113 with a grade of C or better; OFC 117 with a grade of C or better; or permission of the department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

OFC 215 - Records Management (3 credits)

This course is a comprehensive introduction to the complex field of records management with emphasis on the management of paper and non-paper business records including automated, microimage, and electronic records. It includes the study of filing systems, storage and retrieval procedures, records analysis, and records classification from creation through disposition. Microsoft Access is used to develop core-level competencies and to prepare the student to take the Microsoft Office Specialist Access Certification exam. Prerequisites: OFC 117 with a grade of C or better or permission of the department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

OFC 239 - Microsoft Office Specialist Topics (3 credits)

This course offers students the opportunity to take selected courses relating to the Microsoft Office Application Specialist program. The list of courses available for a particular semester is published prior to each semester when the course is being offered. Students select the curriculum they will complete from the published list of options. Students follow the learning criteria for the selected course and receive credit for that course. Three lecture hours per week. 3 credits Spring, Summer

OFC 255 - Executive Office Procedures (3 credits)

Students become familiar with the various duties and responsibilities of an administrative assistant. Emphasis is placed on developing critical thinking skills, interpersonal skills, time management, problem solving, organizational skills, and communication. Students are given an overview of the duties within an office, including scheduling appointments, handling mail, telephone etiquette, corresponding with email, and making travel arrangements. Students use Microsoft Outlook and prepare to take the Microsoft Office Outlook certification exam. Prerequisite: OFC 113 and OFC 117 with a grade of C or better or permission of the department chair. Three lecture...
OFC 260 - Writing Skills for the Administrative Assistant (3 credits)

This course is designed for the Administrative Assistant in all areas of the workplace. The course will focus on composing business correspondence used in the office and the ability to produce clear, accurate, and timely written communication. Prerequisite: ENG 101. Three lecture hours per week. 3 credits Spring

OFC 262 - Desktop Publishing Projects and Web Design (3 credits)

Students use an integrated-project approach in a local area network environment in this Office Administration core capstone course. Students create a simulated business and use the Office applications (Word, Excel, Access, PowerPoint, and Publisher) to develop materials associated with their business. Publishing concepts are presented and students develop critical thinking skills in selecting the appropriate software for the required task. The Internet and e-mail are also used. Prerequisite: OFC 214 and OFC 117 with a grade of C or better or permission of the instructor. Three class hour per week. Instructional Support Fee applies. 3 credits Spring

OFC 264 - Administrative Transcription (3 credits)

Students develop machine transcription skills and integrate language arts principles to produce mailable business documents from dictated material. Students apply communication skills, editing skills and technical skills as they transcribe documents. Specialized dictation focuses on various industries, i.e. hotel, marketing, insurance, media and entertainment, banking, real estate, etc. Students use word processing software and state of the art transcription equipment. Prerequisite: OFC 214 and OFC 120 with a grade of C or better or permission of the department chair. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. 3 credits Spring

OFC 266 - Administrative Office Management (3 credits)

This course provides a comprehensive introduction to office management principles, critical thinking, and concepts including organizational trends, technology, cultural diversity, and global business ethics. Basic principles of management, problem solving, system thinking, and productivity evaluation are explored. The Microsoft Excel Certification Exam is offered. Prerequisite: OFC 117 with a grade of C or better or permission of the department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

OFC 268 - Media and Technology Tools (4 credits)

This course provides students with the media and technology skills required to support the needs of today's workforce. This is a project-based course where students will use Project Management web tools to plan, create, share, and schedule events; use Collaboration tools to facilitate and manage online meetings, screen sharing and blogs; use Presentation tools to share and collaborate with others; use Resource Management tools for file storage, tracking and commenting; Consensus Building tools for polling and question management. Student will also be introduced to some of the assistant recommended applications for productivity. Prerequisite(s): OFC 117 or permission of the department chair. Four lecture hours per week. Instructional Support Fee applies. 4 credits Spring

OFC 294 - Office Administration Colloquium (3 credits)

This seminar course prepares students for employment and enhances their communication skills. Students use technology to find jobs; write a resume, cover letter and reference listing; practice interviewing techniques; work in teams to solve problems; assess on-the-job situations; and attend job fairs. Students create a portfolio in the course. Computer software will be used for various office functions. Prerequisite: OFC 214 with a grade of C or better or permission of department chair. Three lecture hours per week. Instructional Support Fee applies. 3 credits Spring

OTA - Occupational Therapy

OTA 111 - Introduction to Occupational Therapy (4 credits)

This course provides the foundations of occupational therapy (OT) principles and practice. OT practitioners apply core values, knowledge and skills to assist clients to engage in valued everyday activities (occupations) to support health and participation in life. The theoretical foundations, history, philosophical and ethical bases of the profession and its personnel are explored. The collaborative role of the Occupational Therapy Assistant and the Registered Occupational Therapist and the roles of the interprofessional team in the health care delivery system are explored. The effects of diverse contextual factors and environment on participation in occupations are a focus. The underlying principles of interprofessional collaboration, evidence-informed decision-making, and lifelong learning are firmly established. Labs include college success strategies, information literacy and preparation for fieldwork. Students clarify their personal values, learn core professional values, attitudes, and behaviors, develop communication skills and sensitivity to factors of culture and diversity in the delivery of OT
OTA 117 - Psychosocial Performance (4 credits)

This course explores the role of the Occupational Therapy Assistant in various service delivery models in the psychosocial area of Occupational Therapy practice. Students learn selected frames of reference, concepts of mental health and mental illness across the life span, and the effects of psychosocial dysfunction on areas of occupation. Client factors, therapeutic interaction concepts and skills, and occupational therapy process and methods are studied. Lab sessions incorporate the theoretical principles presented in lecture. Students learn to analyze activity demands relative to performance skills and contexts in areas of occupation. The therapeutic media component of the lab provides additional opportunities to demonstrate understanding of the meaning and dynamics of occupation by leading and/or evaluating activity groups utilizing purposeful activity. Prerequisite: Admission to the OTA program or permission of the program director. Pre- or co-requisite: PSY 101. Three lecture hours and two laboratory hours. Instructional Support Fee applies. 4 credits Fall

OTA 121 - Cognitive and Sensorimotor Performance (4 credits)

This course demonstrates how performance skills, performance patterns, context, activity demands, and client factors influence areas of occupation. The course explores the collaborative role of the COTA and OTR in the occupational therapy process. The lab emphasizes therapeutic intervention related to Activities of Daily Living, education, work, play, leisure, and social participation and develops skills in family/caretaker training, environmental adjustments, adaptive equipment, assistive technology, and neuromuscular techniques. Prerequisite: OTA 111 and OTA 117 and BIO 234. Three class hours and two lab hours a week. Instructional Support Fee applies. 4 credits Spring

OTA 125 - Movement in Human Performance (3 credits)

In this course, students incorporate their knowledge of anatomy and physiology to study muscle groups and their function relative to performing various activities. Clinical application of kinesiology and biomechanics to purposeful activity is explored. Students learn therapeutic applications of activity across the occupational performance areas. Fundamentals of the activity analysis process are emphasized. Prevention, health maintenance, and safety programs are integrated into the course. Students develop competencies in analysis and intervention related to range of motion, muscle testing, orthotics, and prosthetics in the lab. Prerequisite: OTA 111 and OTA 117 and BIO 234. Two lecture hours and two laboratory hours per week. Instructional Support Fee applies. 3 credits Spring

OTA 127 - Psychosocial Therapeutic Modalities (4 credits)

In this course, students apply their knowledge of psychosocial performance and use their ability to analyze tasks relative to areas of occupation, performance skills, performance patterns, activity demands, context(s), and client factors to implement intervention plans in mental health and geriatric services. Students develop skills in therapeutic use of self, environment, and purposeful activity. The collaborative OTR/COTA relationship in the Occupational Therapy process is emphasized. The course studies community programming and treatment of populations via site visits and fieldwork opportunities. Students participate in laboratory to study the application and evaluation of advanced psychosocial group process. Prerequisite: OTA 111 and OTA 117; or OTA 117 and permission of the program director. Two hours of lecture, two hours of laboratory hours, and three hours of fieldwork. Instructional Support Fee applies. 4 credits Spring, Day only

OTA 233 - Common Conditions of Physical Dysfunction (4 credits)

This course is presented in the third semester and builds on the student's foundation in movement in human performance, performance skills, performance patterns, activity demands, contexts, and client factors. Students learn to apply this knowledge to problem solve various therapeutic interventions for specific, commonly referred conditions affecting adults. The COTA role in the occupational therapy process is emphasized. Prerequisites: OTA 121, 125, and 127. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Day only

OTA 235 - Professional Practice Skills (4 credits)

This course focuses on the OTA role in the delivery and management of occupational therapy services. It covers departmental operations, supervisory requirements, personnel development and supervision, quality assurance, documentation of OT services, compliance with regulations, reimbursement, and national and state credentialing requirements. Students discuss legal and ethical responsibilities and integrate values, attitudes, and behaviors congruent with the profession of occupational therapy. The lab component provides experience in clinical reasoning, documentation of the OT process of evaluation, intervention planning, implementation and review, and consumer and professional advocacy skills. Students
OTA 237 - Developmental/Pediatric OT Practice (4 credits)

Human development and the occupational therapy process in the treatment of developmental concerns are the foundational concepts of this course. Normal development of the infant and child is explored within the context of environmental, community, social, and cultural influences and is compared with delayed development. Students learn pediatric practice skills to address sensorimotor, cognitive, and psychosocial performance. The lab component incorporates theoretical principles and provides opportunities to develop assessment, intervention planning and implementation, and documentation skills. Students demonstrate adaptation of the environment, tools, materials, and occupations to meet the needs of the pediatric population. Prerequisites: OTA 111, OTA 117, OTA 121, OTA 125, and OTA 127. Three lecture and two laboratory hours per week. Instructional Support Fee applies. 4 credits Fall, Day only

OTA 241 - Level II Occupational Therapy Clinical Practice - A (5 credits)

The student will be assigned to a psychiatric, long term care or alternate agency under the supervision of a Registered Occupational Therapist or Certified Occupational Therapy Assistant. The student will be given the opportunity to apply his/her knowledge and skills to occupational therapy practice in sensorimotor, cognitive and/or psychosocial performance areas. Students will actively participate in a collaborative and supervisory relationship and experience being a part of the rehabilitation team. Pre-requisites: OTA 233, OTA 235, and OTA 237. 8 week, full-time placement. Instructional Support Fee applies. 5 credits Spring, Day only

OTA 243 - Level II Occupational Therapy Clinical Practice - B (5 credits)

The student will be assigned to a second clinical agency under the supervision of a Registered Occupational Therapist or Certified Occupational Therapy Assistant. The student will be given the opportunity to apply his/her knowledge and skills to occupational therapy practice in sensorimotor, cognitive and/or psychosocial performance areas. Students will actively participate in a collaborative and supervisory relationship and experience being a part of the rehabilitation team. Pre-requisites: OTA 233, OTA 235, and OTA 237. 8 week, full-time placement. Instructional Support Fee applies. 5 credits Spring, Day only

OTA 244 - Seminar in Occupational Therapy (2 credits)

The seminar component addresses practice-related experiences and questions. The course provides opportunities to reflect and clarify ongoing fieldwork experiences. The application of didactic knowledge and laboratory experience along with an opportunity for clarification during the seminar component provides integration of the entire four semesters. Pre or co-requisites: OTA 233, OTA 235, and OTA 237 or prior approval of the program director. Two lecture hours per week. Instructional Support Fee applies. 2 credits Spring, Day only

PHL - Philosophy

PHL 101 - Introduction to Philosophy (3 credits)

An introductory study of some of the most important problems of philosophy, including knowledge and reality, ethics, religious belief, freedom and determinism. Some consideration is given to the development of the Western philosophical tradition from Plato to twentieth century existentialism. Three lecture hours per week. Competency met: Social Phenomenon (5.4), Humanities (6.0), Ethical Dimensions (7.0) 3 credits Fall, Spring

PHL 111 - Introduction to Logic (3 credits)

This course is designed to assist the student in learning the fundamental principles for distinguishing sound arguments from fallacious ones. Arguments are studied as abstract patterns of reasoning and as a particular use of ordinary language. The course is intended not only for the serious philosophy student, but also for students who wish to develop critical thinking skills needed to formulate sound arguments of their own and to evaluate the arguments of others. Competency met: Humanities (6.0) 3 credits Fall, Spring

PHL 152 - Ethics: Making Ethical Decisions in a Modern World (3 credits)

This course presents the various systems which philosophers in the Western World have devised for making ethical decisions. The course examines modern ethical problems, e.g. abortion, divorce, euthanasia, extramarital sex, war, and capital punishment in the light of these systems. It encourages the student to form reasoned solutions to the ethical problems of our day. Three class hours a week. Competency met: Social Phenomenon (5.4), Humanities (6.0), Ethical Dimensions (7.0) 3 credits Fall, Spring

PHL 153 - Philosophy of Education (3 credits)

An introductory study of American education. The character and abilities that make a good professional teacher are discussed; educational theorists of Western Civilization are studied. Emphasis is placed on
traditionalist and experimental approaches to modern education. Competency met: Humanities (6.0) 3 credits

**Fall**

**PHY - Physics**

**PHY 101 - Technical Physics I (4 credits)**

This is a noncalculus-based introduction to the principles of physics and their applications. Topics include vectors, Newton's law of motion, work, energy and machines. Emphasis is placed on understanding through problem solving. This course is not transferable to most four-year engineering degrees. Pre or co-requisite: MTH 141 or MTH 152. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Summer

**PHY 102 - Technical Physics II (4 credits)**

This is a continuation of PHY 101. Topics include fluids, thermodynamics, optics, electrostatics and basic circuits. Prerequisite: C or better in PHY 101. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Summer

**PHY 211 - General Physics I (4 credits)**

This course and Physics 212 are a one-year calculus-based introduction to the principles of physics and their applications. Topics include vectors, kinematics, Newton's law of motion, work/energy, momentum, and rotational motion. Emphasis is placed on understanding through problem solving. This course is transferable to four-year engineering degrees. Prerequisite: MTH 214 with a grade of C or better. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

**PHY 212 - General Physics II (4 credits)**

This is the second semester continuation of PHY 211. It serves primarily as a calculus-based introduction to electricity and magnetism. In particular this course covers Maxwell's equations and basic electric circuits, both DC and AC. Topics also include fluids, oscillations, and waves. Prerequisite: C or better in PHY 211. Concurrent registration in MTH 253 is recommended. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring, Summer

**PLB - Phlebotomy**

**PLB 102 - Principles and Methods of Phlebotomy (4 credits)**

This course explores the history of phlebotomy and related topics necessary for the phlebotomist to work in a clinical laboratory or other medical setting. A continuation of MED 101, it covers a variety of topics at a more advanced and in depth level, including anatomy and physiology of the vascular system, CPR training/certification, computer applications, arterial/venous and capillary specimen procurement, as well as maintenance of equipment used in specimen collection. Also covered are different drugs, ECG testing, microbiological specimen processing, blood donor collection, glucose POC testing, and routine computer applications. Prerequisite: MED 101. Open to students enrolled in Phlebotomy Certificate Program only. This course includes 45 hours lecture/lab to be completed at the College during the first half of the semester, and 120 hours of phlebotomy experience at an affiliate agency during the second half of the semester. Instructional Support Fee applies. 4 credits Spring; Day only

**PLS - Paralegal Studies**

**PLS 100 - Introduction to Paralegal Studies and Legal Ethics (3 credits)**

Introduction to Paralegal Studies is a survey of the U.S. legal system, the substantive and procedural law of Massachusetts, and the role of the paralegal in the legal profession. Topics include professional ethics, civil and criminal procedures, constitutional law, as well as basic legal analysis, research, and writing. In addition, the course will provide an overview of substantive law's areas of practice: family law, real estate law, criminal law, estate planning, business law, torts, contracts, and bankruptcy law. Three lecture hours per week. 3 credits Fall, Spring, Summer

**PLS 101 - Civil Litigation and Procedure (3 credits)**

This course presents an overview of the stages of civil litigation and the rules of civil procedure. Students learn how to gather information and evidence in a civil lawsuit. Students gain a thorough understanding of the discovery process and prepare appropriate discovery materials and respond to discovery requests. Students draft complaints, answers, and motions and file and obtain service of court documents. Pre- or co-requisite: PLS 100. Three hours of lecture per week. 3 credits Fall

**PLS 102 - Torts Law (3 credits)**

This course introduces students to American Civil Law. Torts is the study of civil wrongs, as distinct from criminal or contract law. This course will review the elements of torts, damages, remedies, and ethics. The course covers theories of tort liability including intentional
torts, negligence, strict liability, product liability, professional malpractice, defamation, nuisance and related torts. Students will learn and practice the role of the paralegal in the preparation of a tort claim. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Fall, Spring

**PLS 105 - Law Office Management (3 credits)**

This course will familiarize the student with the operations of a law office including establishing an understanding of basic management principles and concepts, personnel management, client relationship and communication skills, legal fees (timekeeping and billing practices), client trust funds and law office accounting, and office systems and technology. This course also familiarizes students with calendaring, docket control, and case management and records file management. Three lecture hours per week. 3 credits Fall, Spring, Summer

**PLS 120 - Basic Legal Research (3 credits)**

This course presents a practical, hands-on approach to developing basic legal research skills and understanding relevant legal terminology. Students are introduced to a wide array of primary and secondary law resources, first using law books and then moving to electronic resources. Assignments require students to refine their skills by focusing on specific legal issues and finding key points of law. The course emphasizes the use of legal citators and cite checking. Prerequisite: ENG 101; Pre or co-requisite: PLS 100 and PLS 105. Three hours of lecture per week. 3 credits Fall, Spring

**PLS 121 - Family Law and Procedure (3 credits)**

This course presents an overview of family law with particular emphasis on the procedural aspects of the marriage contract, property rights of the parties, legal roles of husband and wife, adoption, protection from abuse, alimony, child support, and termination of marriage. The role of the paralegal in a family law office is studied. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Spring

**PLS 230 - Criminal Law and Procedure (3 credits)**

This course provides an overview of criminal law and procedures from the perspective of legal practitioners with special focus on the respective rights and duties of the defense and prosecution. It explains the fundamental basis and purpose of criminal law in our society and examines the major categories of crime from the common law through their modern codification. It also covers the development and present state of the law as it applies to arrest, search and seizure, statements by the accused and others, the right to counsel, trial proceedings and issues, sentencing, punishment, and appeal. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Spring

**PLS 220 - Bankruptcy Law (3 credits)**

This course offers an overview of bankruptcy law and procedure to prepare paralegal students to assist attorneys representing debtors and creditors. It will cover commencement of a case, preparation of petitions and schedules, operating and liquidating procedures, adversary matters and litigation in bankruptcy court and debtors' and creditors' rights and obligations. Forms utilized in bankruptcy court will be stressed. The course reviews the current Federal bankruptcy code including recent amendments. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Fall, Spring

**PLS 231 - Interviewing and Investigation (3 credits)**

In this course students learn the basic skills required in interviewing and investigation. Topics include establishing rapport with the client, questioning techniques (including dealing with a reluctant witness), finding/preserving information, and ethics. Using mock exercises, students will interview and investigate in a variety of legal situations. Prerequisites: PLS 101 and PLS 120 with a grade of C or better. Three lecture hours per week. 3 credits Spring

**PLS 232 - Advanced Legal Research and Writing (3 credits)**

This course builds on the legal research and reasoning skills developed in PLS 120. Students are required to apply legal analysis and develop proper writing style by drafting case briefs, legal correspondence, motions and pleadings, and legal memoranda. Students become familiar with other common legal forms and appellate briefs. Three lecture hours per week. Prerequisite: PLS 101 and PLS 120. 3 credits Fall; Spring

**PLS 234 - Legal Ethics (3 credits)**

This course presents the ethical considerations and dilemmas faced by paralegals in their work environment. Students will explore complex ethical issues using case studies, literature, and films. Prerequisites: PLS 101 and PLS 120. Three lecture hours per week. 3 credits Fall

**PLS 235 - Immigration Law (3 credits)**

This course presents the immigration and nationality laws of the United States focusing on the administrative agencies involved in administering those laws. Topics include the immigrant selection system, visas, exclusion, removal, change of status, and refugee/asylum status. Special emphasis given to the paralegal's role in working with aliens and preparing major immigration forms. Prerequisites: PLS 101 and PLS 120. Three lecture hours per week. 3 credits Fall
PLS 240 - Real Estate Law (3 credits)
This course presents substantive law related to real estate property, including types of ownership, purchase and sales documentation, title examination, deed and mortgage preparation, and closing procedures and documentation. Sample forms including leases, purchase and sale agreements, and closing forms are reviewed and drafted. Prerequisite: PLS 100. Three lecture hours per week. 3 credits Fall, Spring

PLS 241 - Wills, Estates, and Trusts (3 credits)
This course provides a theoretical and practical understanding of the laws of inheritance and estate planning. Students prepare a basic will and trust document and learn the procedure for probate. Estate planning, the role of the probate courts, and basic inheritance issues are explored and discussed. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Fall

PLS 242 - Business Organization for Paralegals (3 credits)
This course provides an overview of the legal environment of business. Students will concentrate on various legal entities, their advantages, similarities, and differences, and the laws specific to each entity. Students will become familiar with agencies governing businesses and prepare common legal documents. Pre or co-requisite: PLS 100. Three lecture hours per week. 3 credits Fall

PLS 243 - Paralegal Internship (3 credits)
This internship places students in a law office or in a law-related setting in corporations, courts, banks, government agencies, etc. to further enhance their paralegal training in a work environment under the supervision of a faculty member and an assigned practicing attorney. Prerequisite: A minimum GPA of 3.0 and sophomore status, and approval of the program director/department chair. Open only to Paralegal Studies students. 3 credits Fall, Spring

POR 101 - Elementary Portuguese I (3 credits)
Beginning training in the four basic skills: reading, writing, speaking and aural comprehension. An introduction to Lusophone culture is included. One hour of Laboratory practice is required. Only for students with no language background or one to two years of high school Portuguese with a C average. Students with an A or B average are encouraged to enroll in the 102 level. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring

POR 102 - Elementary Portuguese II (3 credits)
A continuation of training in the four basic skills: reading, writing, speaking and aural comprehension. Cultural and daily living topics are included. Prerequisite: POR 101 or two years of Portuguese in high school with an A or B average. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring Even/Wend

POR 201 - Intermediate Portuguese I (3 credits)
A review and continuation of Portuguese grammar plus additional training in the four skills: reading, writing, speaking and understanding. Readings and discussions based on cultural topics, contemporary literature, newspaper articles, Internet sources and video. Prerequisite: POR 102 or three years of high school Portuguese with a C average. Three class hours and one language laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring Even/Wend

POR 202 - Intermediate Portuguese II (3 credits)
A continuation of POR 201. Further grammar review based on readings and compositions. Intensive practice of spoken language. More advanced readings from Lusophone literature and culture. Frequent compositions and written exercises. Prerequisite: POR 201 or four consecutive years of high school Portuguese with a C average. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring Even/Wend

POR 321 - Portuguese for Interpreters (3 credits)
This course develops Portuguese language skills to ensure oral competency in a variety of interpreting settings. Students refine their extensive Portuguese vocabulary and acquire abilities in terminology research, dictionary usage, and glossary building. Students engage in practical communication activities found in various community settings. This course covers medical terminology and also covers basic terminology used in the fields of human services and education. The course is taught primarily in Portuguese. Prerequisite: Passing score on the oral and written entrance examination for the Portuguese/English Community Interpreting program. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring

POR 322 - The Portuguese Language in the World: An Introduction to the Lusofonia (3 credits)
This course is a general overview of the Portuguese language in the world: the birth of the Portuguese idiom, the evolution of the language throughout the centuries, and its place in today's society. The instruction focuses on the following basic aspects of the language: the study of the diversity of the communities that speak the language in today's world, which include Portugal (mainland and the islands of The Azores and Madeira), Brazil, Cape Verde, Angola, Mozambique, Guine-Bissau, St. Tome e Principe,
and East Timor, and the interpretation of the chronology of this romance language as an organized linguistic system. Special attention is given to the Portuguese language in immigrant communities. Texts used to study the language include fiction, poetry, critical essays, and audio-visual materials (films, CDs). Prerequisite: POR 321 or permission of the instructor. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring; Not offered every year

**POR 352 - Written and Sight Translation for English and Portuguese (3 credits)**

This course focuses on the theory, process, and techniques of written and sight translation. Students engage in a variety of hands-on experiences with translation and editing. Materials may include government and other agency forms such as applications; reports; certificates; and school, social service, and medical documents. The course prepares students for practical, community-based translations. Students review the English and Portuguese skills necessary to produce clear and polished written and sight translations. Prerequisite: HUM 156. Three lecture hours per week. 3 credits Fall, Spring

**POR 353 - Interpreting Portuguese/English (3 credits)**

This course examines the process of interpreting through hands-on experiences with both Portuguese and English as target and source languages in the process of interpreting. Starting with consecutive interpreting and ending with simultaneous interpreting, students apply interpreter theory, exercise process tasks, and practice fundamental interpreting skills and standards in a variety of simulated settings. Students discuss, develop, and practice strategies to deal with problematic linguistic and cross-cultural situations. Prerequisite: POR 321, HUM 156. Three lecture hours and one language laboratory hour per week. Instructional Support Fee applies. 3 credits Fall, Spring; Not offered every year

**PRM - Project Management**

**PRM 101 - Foundations of Project Management (3 credits)**

This course covers effective management of both long-term development programs and short-term projects. Project Management principles and methodology are provided with special focus on planning, controlling, and managing projects to successful completion. Topics may include management and leadership, cultural differences, organizational structures, conflict, negotiation, and determining strategy. Three lecture hours per week. Fall

**PRM 102 - Organizational Behavior and Projects (3 credits)**

This course details the relationship between the organizations that host projects and the projects themselves. Projects are a key vehicle for the execution of organizational strategy, and the effectiveness of that execution is determined to a large extent by the environment that the organization itself creates for those projects. This course will also draw topics from ethics, professionalism, and project leadership. Pre or co-requisite: PRM 101. Three lecture hours per week. Fall, Spring

**PRM 104 - Project Stakeholder and Communications Management (3 credits)**

This course provides students with comprehensive project management communication, knowledge and skills. Students will master theoretical and applied communication skills. Students will be required to develop a project stakeholder list and evaluate stakeholder's role in a project; determine the appropriate communications methodology to be used for each stakeholder; and develop a high quality communication plan for meeting the needs of each stakeholder. Pre or co-requisite PRM 102. Three lectures hours per week. Fall, Spring

**PRM 201 - Project Scope, Resource, Cost and Time Management (3 credits)**

This course furthers the students understanding of key knowledge areas in the field of project management. Topics will include requirements management, resource planning, budgeting, task scheduling and critical path planning, and the concept of "triple constraint" (constraints of project cost, scheduling, and scope). Students will gain critical knowledge of the factors that lead to a successful project. Prerequisite: PRM 102. Three lecture hours per week. Fall, Spring

**PRM 202 - Project Risk, Change and Quality Management (3 credits)**

This course continues to examine at greater depth some of the key foundational concepts of Project Management. Working with real-life project examples and accepted project management standards, this course will provide students with a strong understanding of managing the risk, change, and quality components of a project. Prerequisite: PRM 104. Three lecture hours per week. Fall, Spring

**PRM 204 - Advanced Project Management Concepts (3 credits)**

This course provides students with an understanding of important project management concepts, which are not foundational to project management, but would be encountered by more senior project managers as they advance in their career. The concepts include, but are not
limited to, procurement management, global project management, program and portfolio management. Pre or co-requisite: PRM 201 and PRM 202. Three lecture hours per week. Spring

PRM 205 - CAPM Exam Preparation (1 credit)
This course will prepare students to sit for the Certified Associate in Project Management (CAPM®) examination administered via the Project Management Institute (PMI) governing body of project management. Pre or co-requisite: PRM 202. One lecture hour per week. Spring

PSY - Psychology

PSY 101 - General Psychology (3 credits)
This course provides an introduction to the field of psychology, including its history and controversies, its subfields and divisions, its major theorists and theoretical perspectives, and its current state and promise. The focus will be on how we develop across the life span, the biological basis of our behavior, the nature of intelligence and learning, personality, psychological disorders, and how we behave in social situations. The aim is for students to gain an appreciation for the science of psychology and how it can be applied to our own lives. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Social Phenomenon (5.4) 3 credits Fall, Spring, Summer

PSY 165 - Psychology of Learning, Motivation, and Achievement (3 credits)
This course examines the scholarly literature concerning nonintellectual factors related to student success in college and career. The facets covered include the literature on psychological factors, skills, and behaviors that have been found to be positively associated with Grade Point Average (GPA); graduation from college with a baccalaureate degree in a timely manner; and attaining fulfilling work in a professional job upon graduation from college. The relevance of these factors, skills, and behaviors to each student’s own success in college and selection of a college major and career is explored through critical analysis and evaluation of them. The primary focus is on factors affecting each student’s own learning, motivation, achievement, selection of a college major, and definition of a tentative career path. Another focus is on factors affecting each student’s own learning, psychology, including its history and controversies, its subfields and divisions, its major theorists and theoretical perspectives, and its current state and promise. The focus will be on how we develop across the life span, the biological basis of our behavior, the nature of intelligence and learning, personality, psychological disorders, and how we behave in social situations. The aim is for students to gain an appreciation for the science of psychology and how it can be applied to our own lives. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Social Phenomenon (5.4) 3 credits Fall, Spring, Summer

PSY 230 - Statistics for Psychology (4 credits)
This course provides an introduction to statistical methods used in psychological research. The emphasis is on conceptual understanding of statistics within the context of research. It includes an introduction to the analysis of quantitative data in psychology, including descriptive statistics, analysis of variance, correlation, regression, probability, hypothesis testing, nonparametric procedures, and data analysis with SPSS. This course is also appropriate for students wanting to major in other Social Sciences. Pre-requisite(s): PSY 101 and MTH 119. Three lecture hours and one laboratory hour per week. Instructional Support Fee applies. Competency met: Technical Literacy (8.0) 4 credits Fall, Spring

PSY 232 - Research Methods in Psychology (3 credits)
The main purpose of this course is to help students develop the skills and knowledge necessary to become informed critics of psychological research reported in scholarly journals and in the media. Emphasis will be placed on using scientific reasoning to interpret, design, and critique research from diverse areas of psychology. Topics covered include: identifying and creating appropriate research hypotheses; examining ethical issues in psychological research; acquiring skills in the design of descriptive, correlational, and experimental research; developing familiarity with the psychological literature; and creating an original research proposal in American Psychological Association publication style. Pre-requisite: PSY 230 with a minimum grade of "C". Three lecture hours per week. Competency met: Critical Analysis (1.0) 3 credits Fall

PSY 252 - Child Development (3 credits)
A study of the development of human behavior from conception to adolescence with special emphasis on childhood. Special attention is given to the physical, social and cultural factors as well as the child's interpersonal relationships. Prerequisite: PSY 101. Three lecture hours per week. 3 credits Fall, Spring, Summer

PSY 253 - Adolescent Psychology (3 credits)
This course focuses on the development of the adolescent. The major theories regarding adolescents, with emphasis on their attitudes, values, motives, and problems of adjustment are studied. Prerequisite: PSY 101. Three lecture hours per week. 3 credits Spring

PSY 254 - Psychology of Personality (3 credits)
This course examines various theories of personality and how they have contributed to our understanding of human behavior. Constitutional, physiological, social, and cultural factors in the development of the individual are studied. Emphasis is placed on the normal individual and
adjustment to change in terms of ego processes.
Prerequisite: PSY 101. Three lecture hours per week.
Competency met: Social Phenomenon (5.4) 3 credits Fall, Summer

PSY 255 - Abnormal Psychology (3 credits)
This course focuses on a wide range of ways in which personality may become disordered. Emphasis is placed on normal human development as highlighted by psychopathology and on problems of treatment.
Prerequisite: PSY 101. Three lecture hours per week. 3 credits Fall, Spring

PSY 257 - Social Psychology (3 credits)
This course examines the historical background of Social Psychology and the significance of various historical and current theoretical perspectives. Scientific research methods used in this field will be analyzed, including ethical concerns and legal issues. Topics to be studied in-depth include: social cognition and perception; attribution errors and biases; group processes and group relations; social attitudes and beliefs; stereotyping, prejudice and discrimination; prosocial and helping behaviors; and aggression and conflict. Prerequisite(s): PSY 101. Three lecture hours per week. Competency met: Social Phenomenon (5.4); Ethical Dimensions (7.0) 3 credits Spring, Summer

PSY 258 - Introduction to Behavior Modification (3 credits)
This course is designed to help the student develop an understanding and appreciation of behaviorism in psychology. Emphasis is placed on the various techniques used in a clinical or hospital setting to modify patient behavior. Prerequisite: PSY 101. Three lecture hours per week. 3 credits Fall, Spring, Summer

PSY 259 - Psychology of Personal Adjustment (3 credits)
This course will provide an opportunity for students to gain insight into their own behavior as well as that of others. Goals for this course include: understanding personal adjustment and growth across the life span, dealing with life changes and developing adequate coping mechanisms for making self-affirming life choices, maintaining health, managing stress, relating to others in social environments, and developing effective interpersonal relationships. Strategies for exploring life options and making effective decisions are emphasized. Importance is placed on the role of beliefs and values in the decision-making process and the problems that arise out of value conflicts. Prerequisite: PSY 101. Three class hours a week. Competency met: Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Spring

PSY 260 - Topics in Psychology (3 credits)
A one-semester course on a specific topic in psychology. Topic to be announced each semester. Prerequisite: PSY 101. Three lecture hours per week. 3 credits Not offered every year

PSY 262 - Introduction to Thanatology (3 credits)
This course is a survey of the numerous loss experiences in the human condition with special attention to dying issues, the demography of death, grief, funeralization and memorialization. Attention will be given to special types of grief, children's education and afterlife theories. Three lecture hours per week. 3 credits Fall

PSY 263 - Honors Seminar in Empowering Women (3 credits)
This course examines the development of women throughout the lifespan as well as the psychological and social barriers that prevent them from achieving their desired life goals. Special attention is given to the cognitive, physical, social, and cultural factors affecting the development of girls and women as well as their interpersonal relationships. The importance of cross-cultural research for interpreting data on women's development is stressed. Prerequisite: Enrollment in Honors Program or permission of instructor. Three class hours a week. 3 credits. Fall. Competency met: Global Awareness (5.2).

PSY 264 - Psychology of Grief (3 credits)
The course is an in-depth experience into the myriad facets of the grieving process. It is designed to enlighten the student cognitively and affectively about the components, determinants, manifestations and specific reactions of various losses and the consequent grieving process. The differences between normal and unresolved grief, the tasks of grieving and the holistic impact will be addressed. Special attention will be given to traumatic death grief. Three lecture hours per week. 3 credits Fall, Spring, Summer

PSY 266 - Introduction to Grief Counseling (3 credits)
The course focuses on the qualities and skills as well as the functions and goals of the grief facilitator. Pre-need, at need, aftercare intervention and healing techniques will be addressed for a variety of loss experiences. An in-depth analysis of counseling theories will be presented, as well as resources for referral counseling. Three class hours a week. 3 credits Spring

PSY 267 - Introduction to Gerontology: The Study of Aging (3 credits)
Society as a whole is rapidly aging at an unprecedented rate. Using a multi-disciplinary approach, the aging process is examined from a variety of perspectives, including contemporary biological, psychological, and
social theories. Various problems facing today's elders -- and those in caretaking roles for older adults -- are examined, including health, social, economic, political, and other age-related issues. Three lecture hours per week. 3 credits Spring

**PSY 269 - Geropsychology (3 credits)**

This course offers an in-depth, holistic examination of the biological, emotional, and mental components of the human person in the aging process and how they impact the health, lifestyle, and social life of elders. Special attending is given to Alzheimer disease as well as emotional and personality disorders encountered by elders. Three lecture hours per week. 3 credits Fall, Spring

**PSY 271 - Global Leadership (3 credits)**

This course provides students the opportunity to identify and develop some of the interpersonal competencies and skills that are important for success as a leader in a global workforce. Students assess their global leadership potential and identify strengths and areas in need of improvement. They learn the assessment and project design skills, problem-solving strategies, and team-building skills and practice them while either serving at a non-profit organization in the community or leading peers on a community service project. Students reflect on their service experience and identify some possible projects for which they could apply their education to address social problems in their communities in the future. Three hours of lecture per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Ethical Dimensions (7.0). 3 credits Spring

**PSY 280 - Disorders of Childhood: Development and Psychopathology (3 credits)**

Maladaptive patterns of behavior, cognition and emotion may occur during childhood and adolescence, and the normal unfolding of maturational milestones may be disrupted and disordered. This course examines the various atypical responses that children experience when "normal development goes awry". The course content makes three assertions. First, that children develop within the contexts of home, school, and community and may be at risk for psychopathology when these environments do not support healthy growth. Second, that development is driven by the interplay of biology and the environment and psychopathology is not inevitable. Protective factors function in both the individual child and the child's environment. Third, that children are vulnerable to the emergence of diverse disorders during particular times in development, and that one set of factors may or may not lead to maladaptive behavior, emotion or cognition. Prerequisite(s): PSY 101 and PSY 252. Three lecture hours per week. 3 credits Fall, Spring, Summer

**PSY 281 - The Effects of Drugs on the Body and Mind (3 credits)**

This course is designed to help students gain knowledge of alcohol and other drugs in the context of individual use. The primary goal is to understand how drugs alter the brain and have an impact on thoughts, feelings and behaviors. There will be an emphasis on drug-induced changes in neurological functioning. Etiology of addiction from a biological perspective will be explored. This course serves as a prerequisite for many of the courses in the Substance Abuse Counseling Certificate Program. Three lecture hours per week. 3 credits Fall, Spring

**PSY 287 - Introduction to Addiction Studies (3 credits)**

This course is designed to help students gain an understanding of addiction from a psychological, sociological, biological and spiritual perspective with a strong focus on diversity in addicted populations. The concept if addiction as a disease will be examined. Consequences of addiction as they related to the individual regarding intervention, treatment, education, and relapse prevention are introduced. This course requires that the student attend at least 3 AA/NA meetings outside of the classroom hours. Prerequisite(s): PSY 101 and PSY 281. Three lecture hours per week. 3 credits Fall, Spring

**PSY 290 - Psychology of Learning (3 credits)**

This course is designed to provide the student with an understanding of experimental approaches to the study of animal behavior. The key concepts and principles related to different theories of learning will be covered, including biological, behaviorist, cognitive, and socio-cultural perspectives. Within the context of both cognitive and behavioral models of learning, attention will be given to the concepts of reinforcement and shaping of behavior, approach and avoidance learning, student motivation and learning, and metacognitive and self-regulation skills. Prerequisite(s): PSY 101. Three lecture hours per week. 3 credits Fall, Spring, Summer

**PSY 295 - Honors Seminar in Community Leadership (3 credits)**

In this interdisciplinary course, students review the scholarly literature on leadership to gain a concise grounding in major leadership concepts and theories, including a contemporary approach for leadership in groups, communities, and organizations. Working in groups, students practice problem-solving strategies and leadership skills by developing a project plan to help a nonprofit organization provide a service needed in the community, leading service-learning students to implement it, and assessing the project and their personal growth using guided-reflection techniques. Prerequisite: Enrollment in the Commonwealth Honors Program or
permission of the instructor. Three hours of lecture per week. 3 credits Spring

RDG - Reading

RDG 080 - Fundamental of Reading Development (3 credits)
This competency-based course provides students with an understanding of their reading strengths and weaknesses. Emphasis is placed on fundamental reading skills: word-analysis, vocabulary development, and reading comprehension. Students practice these skills through group and individual instruction using newspapers, magazines, textbooks, and literature. To pass this course, students must achieve a class average of a C or better. After passing RDG 080, students enroll in RDG 090. Students who demonstrate competency on the College's Reading placement test may place out of RDG 090. Credit cannot be applied toward a degree. Grade points earned in this course will be included permanently in the SPI. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

RDG 090 - College Reading and Learning Strategies (3 credits)
This course is designed to improve students' critical reading, thinking, and learning strategies. Emphasis is placed on the critical reading skills necessary to understand complex college textbook materials: the ability to identify main ideas and supporting details, make inferences, draw conclusions, and analyze and synthesize information. The course will also cover textbook reading/study strategies needed to read effectively in college content area courses and emphasize reading as a process. As part of the final evaluation, students take a cumulative skills assessment generated by the instructor. Students must earn a C or better class average to pass the class. Prerequisite: C or better in RDG 080 or appropriate score on the College's Reading placement test; ESL students substitute ESL 123 with a final grade of C- or better for RDG 080.

RDG 090 credit cannot be applied toward a degree. Grade points earned in this course will NOT be included permanently in the cumulative GPA. Grade points earned in this course WILL be included permanently in the cumulative SPI. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring, Summer

RMN - Retail Management

RMN 111 - Retail Management - Principles of Buying (3 credits)
Provides the student with a primary understanding of retail merchandising principles and terminology. Emphasis will be placed on the coordination of store policies and objectives in the planning, acquisition, measurement, and control of inventory. Topics include: an introduction to the crucial negotiating process, the bargaining by the buyer with the vendor to buy goods and services; an awareness of the role of a buyer in relation to other store personnel; facts about the evolution and classifications of retail institutions along with a comparison of various types of retail operations, by ownership, by store-based, and by non-store-based institutions; and a requisite knowledge concerning the impact of technology on relationships in retailing and on the planning, buying, and selling functions. Three lecture hours per week. 3 credits Fall

RMN 112 - Retail Management - Merchandising Strategies (3 credits)
This course is designed to introduce students to retail merchandising principles, terminology, and basic mathematics involved in the operation of a retail enterprise. Computer spreadsheet applications are used to enhance analysis of the store merchandising. Students learn basic merchandising equations and become acquainted with various principles, practices, and techniques used in the planning and control of stock. Three lecture hours per week. 3 credits Spring

RMN 114 - Retail Management - Fundamentals of Fashion and Textiles (3 credits)
This course is an introduction to fashion and textiles, presenting a history of fashion, a working knowledge of textiles and their development, as well as an understanding of the influences on fashion. Technology and computer applications are examined in relation to the development of today's fashions. This introduction to fashion and textiles includes an understanding of fashion and a workable knowledge of textiles. An important part of this course is the study of the manner in which fashion products are conceived, produced, and finally sold to the ultimate consumer. Three lecture hours per week. 3 credits Spring

RMN 115 - Creative Fashion Presentation, Promotion, and Visual Merchandising (3 credits)
The course is designed to introduce students to current concepts of visual merchandising. Topics include visual merchandise planning, interior and exterior displays, the use and importance of mannequins, color, lighting, and fixtures, as well as types of displays. For fashion promotion, students learn to prepare and present written fashion information, as well as creative fashion presentations. Students explore methods and techniques of educating the consumer and promoting good design through fashion shows, clinics, or special events. Three lecture hours per week. 3 credits Spring

RMN 116 - Retail and Fashion Merchandising Field Study (3 credits)
In this course, internship seminar and field study components provide students on-the-job training in retail and serves as a link between the classroom and the
business world. The seminar portion utilizes case studies, group discussion, and invites guest lecturers from the retail industry to share their background and knowledge. This course fosters transference of knowledge and skills from academia to the workplace. Students attend a one-hour per week classroom seminar and work 10-15 hours per week in their field of interest. The instructor and employer offer experienced supervision to students during their work-based learning experience. 3 credits Fall

RMN 117 - Fundamentals of On-Line Retailing (1 credit)
This course provides students with an introduction to the development of electronic commerce and the basic skills necessary to start and manage a web-based business. Students compare and analyze traditional distribution systems to that of e-commerce. Students assess the direction of Business-to-Business e-commerce and the development of Business-to-Consumer e-commerce. Students analyze changes caused by the growth of e-commerce in relation to traditional retailing, including issues about market research, promotion, legal aspects, security issues, and ethics. Students attend a one-hour weekly seminar. 1 credit Spring

RMN 118 - Workshop in Team Development and Managerial Communications (1 credit)
The course emphasizes the development of managerial skills through individual and team participation. Students role-play and participate in workshop activities to improve their communication skills, managerial techniques, teamwork, and leadership abilities. This course integrates aspects of retailing operations along with the skills required to be an effective leader. One lecture hour per week. 1 credit Spring

SAC-Substance Abuse Counseling

SAC 255 - Counseling in the Community and Case Management (3 credits)
This course is designed to assist the students to gain the skills related to substance abuse counseling within the community. The focus will be on working with different client populations, providing crisis intervention, and behavior management, as well as record-keeping, documentation, and understanding how to resolve dilemmas involving professional values and ethics. (Ethics: 2.5 hrs of the required 10 hours for CADAC). Prerequisite(s): PSY 255 and PSY 287. Three lecture hours per week. 3 credits Fall Spring

SAC 260 - Introduction to Substance Abuse Counseling (3 credits)
This course explores key concepts utilized in substance abuse treatment. Various skills to help the student assess the severity of addiction and develop an initial treatment plan will be introduced. Treatment settings and interventions from different theoretical perspectives commonly used with chemically dependent clients are explored. Issues of comorbidity and diversity with substance abuse are explored. (Ethics: 2.5 hrs of the required 10 hours for CADAC) Prerequisite(s): PSY 287 and PSY 255. Three lecture hours per week. 3 credits Fall Spring

SAC 290 - Substance Abuse Counseling Practicum I (2 credits)
This two credit course was designed as an intensive learning experience aimed at bridging the gap between the academic knowledge imparted through the core courses and the hands-on experience of the field practicum. Participants meet with advisor to secure an appropriate placement needed for accruing hands-on experience hours. Students will engage in the use of role play in the classroom as a means of supervision and to enhance clinical skills. Students are required to accumulate 50 hours of the necessary 300 hours of experience needed at their designated placement. Prerequisite(s): PSY 101 and PSY 281. 0.6 lecture hours per week. (Ethics: 2.5 hours of the required 10 hours needed for CADAC).
2 credits Fall, Spring

SAC 291 - Substance Abuse Counseling Practicum II (6 credits)
The course is designed for students to integrate coursework with the primary goals and skills of a Substance Abuse Counselor through client service in an approved placement. Students will learn from and grow through each other's experiences, as well as individual experiences. Openness to learning, sharing experiences, thoughts and feelings, and joining peers in giving and receiving feedback will be required. It is mandatory that students complete 250 hours of the needed 300 hours supervised training required for licensing at their pre-approved placement. Prerequisite(s): SAC 290. Three lecture hours and three laboratory hours per week. (Ethics: 2.5 hrs. of the required 10 hours for CADAC).
6 credits Fall, Spring

SCI - Science

SCI 110 - Science vs. Pseudoscience (3 credits)
Every day the public is faced with news of new scientific findings that have a great impact on our lives and health - from the latest causes of cancer to the dire predictions of climate science. This course is aimed at Sustainability majors and non-science majors, to help them gain an understanding of how science is done. Topics will include the peer review process, common experimental designs, the importance of sample size, interpreting graphs and statistics, and the role of the media in conveying
science. This course will provide students with the tools to help them critically evaluate science in the news. Three lecture hours per week.

3 credits Fall, Spring

SCI 112 - Principles of Ecology (4 credits)
An introduction to basic principles of ecology. The interaction of abiotic and biotic components of ecosystems are discussed as well as the effects of human intervention. Some labs are field trips. Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

SCI 113 - Physical Science (4 credits)
This course introduces non-science majors to the physical sciences. It focuses on selected topics from chemistry, physics, geology, and astronomy. Students apply scientific method in the laboratory and learn proper laboratory safety. Prerequisite: Introductory Algebra competency or high-school algebra. Three class hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring.

SCI 115 - Science and Care of Plants (4 credits)
This course is an introduction to the basic principles of plant science (structure, function, growth requirements, etc.) as a basis for consideration of topics of greater practical interest (e.g., horticultural techniques, uses of plants, identifying plants, landscaping). Three lecture hours and two laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall, Spring.

This course explores the theories and fundamentals of how and why fires start, spread and are controlled. The course includes an examination of the chemical requirements for combustion, the chemistry of fuels and explosive mixtures. Also, the various methods of stopping combustion, and an analysis of the properties affecting fire behavior. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) (FESHE Approved) 4 credits Fall, Spring

SCI 117 - History and Philosophy of Science (3 credits)
A survey of the philosophical, political, economic and social underpinnings of science since ancient times. The major focus of the course is on the period since the sixteenth century and on the conceptual framework within which scientists in each age have had to work. Three lecture hours per week. Competency met: Scientific Reasoning and Discovery (3.0), Global Awareness (5.2) 3 credits Fall, Spring

SCI 119 - Coastal Science (4 credits)
An overview of the physical and biological structure of our southern New England coastline and the factors, including humans, which act on it. Particular emphasis will be given to consideration of the processes which shape the shoreline and to the biology and ecology of the most significant organisms of coastal communities such as salt marshes, sand dunes, rock shores and beaches. There will be several field trips to study local examples of the features and communities discussed. Prerequisite: One year of high school laboratory science or one semester of college laboratory science. Three lecture hours and three laboratory hours per week. Instructional Support Fee applies. Competency met: Scientific Reasoning and Discovery (3.0) 4 credits Fall

SCI 125 - Social and Ethical Issues in Science, Technology, and Health Science (3 credits)
This course will explore the ethical and social issues that scientists encounter during the process of scientific investigation. This course covers topics from many scientific disciplines, including biology, medicine, physics, and astronomy. Students are exposed to the interdisciplinary nature of contemporary scientific investigation and to the ethical dilemmas that can arise when scientific advances have ambiguous implications for improving the quality of life. Class sessions emphasize student discussions and use case studies and written assignments as a format for promoting critical discussions of complex topics. Participation in this course will encourage the student to develop his/her own ethical views regarding science and technology, and will foster awareness of multiple perspectives on ethical issues in the sciences and on the role of scientific integrity in research. Three lecture hours per week. Instructional Support Fee applies. 3 credits Fall, Spring

SCI 240 - Introduction to Oceanography (4 credits)
This course is a study of the inter-relationships among geological, chemical, physical, and biological processes and systems in the world's oceans. Emphasis is placed on methods of the collection of oceanographic data as well as its interpretation and significance to the current world problems, including global climate change. The course is designed for students with a strong interest in the marine environment who have some preliminary background in one of the traditional areas of environmental science, namely biology, chemistry, or geology. Although the course does not require advanced mathematical skills, lab exercises may require simple computations, graphing, and map reading. Prerequisite: One semester of a college-level laboratory science with a grade of C or better, or completion of CHM 090 with a grade of B or better, or permission of the instructor. Three hours of lecture and two hours of laboratory per week. Instructional Support
SCI 251 - Honors Seminar: Emerging Paradigms in Science, Humanities, and Culture (3 credits)

This course is a broad overview of some of the latest discoveries and leading perspectives in contemporary science, as well as their potential impact on society, culture, education, and public policy. Topics covered in the course may include quantum physics, chaos, and fractal theory, epigenetics, cosmology, consciousness studies, neurobiology, artificial intelligence, and others. The course is also cross-disciplinary in that it explores the potential impact of these discoveries on contemporary society, culture and the environment. Three lecture hours per week. Prerequisite: Open to Commonwealth Honors Program students only. 3 Credits Fall, Spring, Summer

SOC - Sociology

SOC 101 - Principles of Sociology (3 credits)

This is an introductory course which presents the basic processes of human interaction and the concepts which describe their operation in everyday life. It studies the impact of culture, how we learn and conform to culture, and why deviance occurs. Principles of group behavior and social organization are viewed in the context of American culture and subcultures. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

SOC 212 - The Sociology of Social Problems (3 credits)

This course focuses on the structure and dimensions of social problems confronting populations both in the United States and across the globe. Emphasis is placed on the problems of global poverty, work and unemployment, gender and racial inequities, environmental degradation, crime and drug addictions, disease and health care delivery, civil conflicts, and terrorism. The course attempts to understand the social structural causes of these problems and explores potential solutions. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

SOC 216 - Food, Famine, and Farming in the Global Village (3 credits)

This course analyzes the social-structural forces that shape the global food system with particular focus on societal problems emanating from the fossil-fuel-based, industrial agricultural model that now dominates world-wide food production, distribution, and consumption. Areas covered include a historical overview of subsistence strategies, the Green Revolution, threats to food security and water access, first-world obesity and third-world famine, the impact on food systems due to climate change and fossil fuel depletion, population swells, food-based social movements, and alternative food systems. Three hours of lecture per week. 3 credits Fall

SOC 251 - Marriage and the Family (3 credits)

This course attempts to give the student a realistic view of marriage. It explores marital expectations, mate selection, patterns of intimate communication, and problems of adjustment, showing how different societies influence these behaviors. Attention is given to the changing patterns of sex roles and family in American society today. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. 3 credits Fall, Spring, Summer

SOC 252 - The Sociology of Human Relations (3 credits)

This course explores the social-structural, social-psychological, and socio-political dimensions of human relations evolving in the midst of rapid social transformations occurring throughout the contemporary world. Focus is placed on the changing character of human relations within the context of work, family, and civil society as traditional social patterns give way to globalization. Potential developments of future societies and patterns of interaction are explored. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Global Awareness (5.2), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

SOC 253 - Environmental Sociology: Ecology and the Built Environment (3 credits)

This course is a survey course of contemporary environmental and social science theory, research and data analysis. It explores the social construction of reality, the role of the corporate and social media, as well as, public
policy formation and its consequences for humanity, civilization and the biosphere. The course concludes with an analysis of creative responses to environmental crises and their impact in human consciousness, education, science, culture, society, social movements, social change, human rights, environmental, social and economic justice, and revolution. It explores alternatives to the old infinite growth model of economics and social organization. Three lecture hours per week.

3 credits Fall, Spring

SOC 254 - Alcohol Use and Abuse (3 credits)

This course provides the student with a basic understanding of the nature of alcoholism and the problems it generates for alcoholics and their families. It also analyzes the kinds of social pressures that affect the development of alcoholism. Students are introduced to text materials and audiovisual presentations on the subject and participate in actual visits to agencies such as halfway houses and detoxification units that provide services to alcoholics and their families. Three lecture hours per week.

3 credits Fall, Spring

SOC 256 - Race Relations (3 credits)

This course provides an examination of the realities and causes of racial inequality in jobs, incomes, schooling, crime, families, the media, and housing. The course investigates the nature and effects of racial stereotyping and the negative effect of racism on the majority as well as minority groups. Considerable attention is placed on historical and current efforts to combat racial inequality. The primary focus of the course is on contemporary forms of racism in the United States. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Social Phenomenon (5.4), Ethical Dimensions (7.0) 3 credits Fall

SOC 257 - Social Issues in Loss (3 credits)

This course is designed to address social issues which are impacting loss experiences such as divorce and single parenting problems, child abuse, aging issues and losses, pet death, disability, disfigurement, disenfranchisement, rape, alcoholism, unemployment, euthanasia and new trends in technology which are bringing about new losses. The ethnic, cultural and religious customs and traditions which are employed to deal with loss will also be discussed. Three lecture hours per week. Competency met: Multicultural Perspective (5.3), Ethical Dimensions (7.0) 3 credits Fall, Spring, Summer

SOC 258 - Topics in Sociology (3 credits)

A one-semester course on a specific topic in sociology. Topic to be announced each semester. Prerequisite: SOC 101. Three lecture hours per week. Competency met: Social Phenomenon (5.4) 3 credits Not offered every year

SOC 262 - Social Issues in Aging (3 credits)

This course actively engages the student with a myriad of issues in the aging process with on-site programs at service agencies and presentations by senior care representatives. An in-depth study of the social trends effecting lifestyles examines such issues as senior living arrangement, health care programs and benefits, senior organizations and community services, elder abuse and seniors as victims of crime, stress factors, legal and end-of-life issues as well as profiles of the three aging stages with specific concerns and required responses. The course also examines career opportunities for senior assistance and guidelines for care management. Three lecture hours per week. 3 credits Fall, Spring

SOC 263 - Senior Life - Choices and Challenges (3 credits)

This course offers an in-depth examination of a variety of resources available for seniors to live a healthy, happy, and satisfying life. The student is introduced to the numerous community organizations, activities, and educational opportunities that can engage seniors. The course addresses the new challenges of grandparenting, lifestyles, technology, and anti-aging therapies as well as preparation modes for the baby-boomer generation. The course includes a fun activity of role playing senior values and interests and a "Life Review" project of a selected family senior. Three hours of lecture per week. 3 credits Fall, Spring

SUS - Sustainability Studies

SUS 101 - Sustainability and Humankind's Dilemma: Life on a Tough New Planet (3 credits)

This course focuses on fundamental sustainability crises confronting humankind in the face of climate change, peak oil, resource depletion, species extinction, and societal collapse. Areas covered include social-structural conditions driving ecological overshoot; human threats to natural systems; population and Earth's carrying capacity; globalization, poverty and failing states; environmentally-based national and transnational conflicts; emerging pathogens and diseases; systems analysis of societal complexity and systemic breakdown. Prerequisite(s): A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091, or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met:
Global Awareness (5.2) and Ethical Dimensions (7.0).
3 credits Fall

SUS 102 - Resilient Sustainability: Preparing for the Future (3 credits)

This course focuses in the multitude of socially-based adaption strategies currently emerging or in existence to meet the numerous sustainability crises facing humankind. Areas of study include the paradigm shift towards sustainable resilience; transitional sustainability movements; the New Urbanisms and reconfiguration of the built environment; reinvigoration of community; education for employment in a post-carbon world; post industrialized agriculture and evolving alternative food systems; harnessing renewable energy; strengthening physical health and mental well-being; steady-state elements and the New Economy; bioregionalism and the nation-state; population stabilization and the eradication of poverty; "untrash"ing the planet and its vital resources; sustainable conservation and curtailment practices leading to resilience. Three lecture hours per week.
3 credits Spring

SUS 104 - Sustainability from Different Perspectives - 12 Faculty (3 credits)

This multi-disciplinary course is designated to introduce students to key environmental and ecological crises facing humankind with an emphasis on sustainability issues and responses from different disciplinal perspectives. Taught by twelve faculty representing several different areas of knowledge including agriculture, business, culinary arts, engineering, health care, history, literature, oceanography, physics, socio-environmental policy, sociology, and water sciences, this course serves as an introduction to the basic concepts of climate change, resources depletions and species extinctions while focusing on adaptation responses from various disciplinal perspectives. Prerequisite(s): A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Critical Analysis (1.0), Global Awareness (5.2) and Ethical Dimensions (7.0).
3 credits Spring

SUS 201 - Sustainability, Human Rights, and Climate Justice (3 credits)

This course focuses on the disproportional burdens associated with climate change that experts anticipate will be experienced by poor countries and poor populations, with emphasis on Africa, Asia and Small Island States. Substantive areas include the causes and consequences of uneven development and climate-driven threats and impacts on agriculture and food security; ecosystem goods and services; livelihoods and income generation; health, disease and pandemics; water and energy access; sea-rise and built-environment infrastructure; sociopolitical destabilization, conflicts and terrorism; involuntary displacement and migration; and gender equity. Particular concerns center on international geo-political relations, global interconnectivity, nations' ethical responsibilities toward the poor in the face of climate crises, and transitional mitigation and adaptation responses. Prerequisite(s): SUS 102, SUS 104, SCI 110 and HUM 150. Three lecture hours per week. 3 credits Fall

SUS 203 - Sustainable Economics: The Rise of the New Economy (3 credits)

This course focuses on the contradictions within contemporary capitalism, their impacts on the physical and human environment, and the emerging economic transformation. Issues addressed include the future of economic growth and globalization; impacts on consumer society; the rise of natural and human capital; steady state, gift and shared economics; participatory budgeting; re-localization of labor; cooperatives and worker-owned production; emerging small businesses; developmental of local and regional currencies; bio-regional productions; and alternative finance and banking systems. Pre or co-requisite: SUS 201. Three lecture hours per week. 3 credits Fall

SUS 204 - Civic Engagement: Sustainability Capstone Project (3 credits)

This field intensive course serves as the student's civic engagement capstone experience after having completed all prerequisite SUS classes. It is designed for students to apply the knowledge and skills gained via the SUS courses to a real world situation in the field, chosen by the student in collaboration with her/his capstone advisor, and facilitated through BCC’s Office of Civic Engagement. Each student will spend a minimum of 6 hours per week in the field at the chosen site and meet weekly with the capstone advisor to review progress in the field. Prerequisite(s): SUS 203; Co-requisite SOC 253. Three lecture hours per week.
3 credits Spring

SPA - Spanish

SPA 101 - Elementary Spanish I (3 credits)

This course offers beginning training in the four skills: reading, writing, speaking and aural comprehension. An introduction to Hispanic culture is included. One hour of laboratory practice is required. Only for students with no language background or one to two years of high school Spanish with a C average. Students with an A or B average are encouraged to enroll in the 102 level. Three lecture hours and one language laboratory hour per week.
Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

**SPA 102 - Elementary Spanish II (3 credits)**

A continuation of training in the four basic skills: reading, writing, speaking and aural comprehension. Cultural and daily living topics are included. Prerequisite: SPA 101 or two years of high school Spanish with an A or B average. Three class hours and one lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

**SPA 105 - Spanish for Medical Professionals (3 credits)**

Beginning training in basic skills of the language: reading, writing, speaking, and aural comprehension for those who serve in the medical professions. This communicative approach to language presents everyday situations professionals may encounter in regular work settings when interacting with Spanish-speaking patients, relatives, and members of the community. Practical vocabulary and basic grammatical structures are presented in typical manageable dialogues. Prerequisite: Limited or no prior knowledge of Spanish, or one or two years of high school Spanish with a C average. Three lecture hours per week. 3 credits Fall

**SPA 201 - Intermediate Spanish I (3 credits)**

A review and continuation of Spanish grammar plus additional training in the four skills: reading, writing, speaking and understanding. Readings and discussions based on cultural topics, contemporary literature, newspaper articles, Internet sources and video. Prerequisite: SPA 102 or three years of high school Spanish with a C average. Three class hours and one language lab per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

**SPA 202 - Intermediate Spanish II (3 credits)**

A continuation of SPA 201. Further grammar review based on readings and compositions. Intensive practice of spoken language. More advanced readings from Hispanic literature and culture. Frequent compositions and written exercises. Prerequisite: SPA 201 or four consecutive years of high school Spanish with a C average. Three class hours and one language lab hour per week. Instructional Support Fee applies. Competency met: Humanities (6.0) 3 credits Fall, Spring; Evening/Weekend

**SPA 213 - Spanish for Spanish Speakers (3 credits)**

A review and continuation of Spanish grammar, plus additional training in the four skills--reading, writing, speaking, and understanding--for Hispanic bilingual students whose home language is Spanish, but whose dominant and school language is English. This course includes readings and discussions based on the cultures and voices of the major Hispanic groups in the United States: Mexican-Americans, Puerto Ricans, and Cubans. It presents high-interest topics through a variety of narrative styles, voices, registers, and genres. Students practice spelling and grammar as well as study false cognates, Anglicisms, and idiomatic expressions. The course is taught in Spanish. Prerequisite: SPA 102, or three years of high school Spanish with a C average, or permission of the instructor. Three lecture hours and one language laboratory hour per week. Competency met: Humanities (6.0) 3 credits Fall

**SPA 321 - Spanish for Interpreters (3 credits)**

This course develops students’ Spanish language skills to ensure oral competency in a variety of interpreting settings. Students refine their extensive Spanish vocabulary and acquire abilities in terminology research, dictionary usage, and glossary building. Students engage in practical communication activities found in various community settings. This course covers medical terminology and basic terminology used in the fields of human services and education. The course is taught primarily in Spanish. Prerequisite: SPA 202 or permission of the instructor. Three hours of lecture per week. 3 credits Fall, Spring

**SPA 322 - The Spanish Language in the World (3 credits)**

This course is a general overview of the Spanish language in the world: the birth of the Spanish idiom, the evolution of the language throughout the centuries, and its place in today's society. The instruction focuses on the following basic aspects of the language: the study of the diversity of the communities that speak the language in today's world and the interpretation of the chronology of this romance language as an organized linguistic system. Special attention is given to the Spanish language in immigrant communities. Texts used to study the language include fiction, poetry, critical essays, and audio-visual materials (films, CDs). Prerequisite: SPA 321 or permission of the instructor. Three lecture hours per week. 3 credits Fall, Spring

**SPA 351 - Advanced Spanish Literature (3 credits)**

A detailed study of a major work or works of Spanish and Latin American authors. Prerequisite: SPA 202 or equivalent. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Not offered every year

**SPA 352 - Advanced Spanish Literature II (3 credits)**

A detailed study of a major work or works of Spanish and Latin American authors. Prerequisite: SPA 202 or equivalent. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Not offered every year

**SPA 353 - Spanish/English Interpreting (3 credits)**

This course examines the process of interpreting through hands-on experiences with both Spanish and English as target and source languages in the process of interpreting. Starting with consecutive interpreting and ending with
simultaneous interpreting, students apply interpreter theory, exercise process tasks, and practice fundamental interpreting skills and standards in a variety of simulated settings. Students discuss, develop, and practice strategies to deal with problematic Spanish and cross-cultural situations. Pre or co-requisite: SPA 354. Three lecture hours per week. 3 credits Fall, Spring

SPA 354 - Written and Sight Translation for English and Spanish (3 credits)

This course focuses on the theory, process, and techniques of written and sight translation. Students engage in a variety of hands-on experiences with translation and editing. Materials may include government and other agency forms such as applications; reports; certificates; and school, social service, and medical documents. The course prepares students for practical, community-based translations. Students review the English and second-language skills necessary to produce clear and polished written and sight translations. Prerequisite: HUM 156. Three lecture hours per week. 3 credits Fall, Spring

SSC - Social Science

SSC 101 - Introduction to Geography (3 credits)

This course is an introductory, one-semester study of the physical, cultural, and regional patterns of the Earth's surface. The course stresses fundamental geographic concepts within a study of the relationship of the physical environment and human actions over time. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test or C or better or concurrent enrollment in ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. 3 credits Fall, Spring

SSC 217 - Technology and Society (3 credits)

This course examines the economic, political, social, and environmental impacts of technological development on the modern world. Topics include the role of technology in job loss and creation, the role of fossil fuels in the advance of civilization, energy dependence, technological transfer between nations, the inventive process, the control of technology, biotechnology, and the development of weapons of mass destruction. Students develop the ability to think, read, and write critically and analytically and to understand how technological change is connected to human behavior and how power is wielded within society. Prerequisite: A passing score on the College's English placement test or C or better or concurrent enrollment in ENG 090, ENG 091 or ENG 092. A passing score on the College's Reading placement test and a grade of C or better or concurrent enrollment ENG 091 or RDG 090 and a grade of C or better in RDG 080. Three lecture hours per week. Competency met: Global Awareness (5.2), Ethical Dimensions (7.0)

3 credits Fall, Spring

THE - Theatre

THE 101 - Introduction to the Theatre (3 credits)

This is a fundamental course designed to acquaint students with all phases of theatre. Students are involved in the basics of script analysis, directing, acting, definition of terms, a brief history, playwriting, and several aspects of play production. This course is designed as a sampling of these different elements. Competency met: Humanities (6.0), Ethical Dimensions (7.0) 3 credits Fall; Day only

THE 112 - Actor's Workshop (3 credits)

This course consists of exercises that are designed to train the actor in preparation for stage performance. Theatre games and exercises to develop concentration, relaxation, memory, flow, articulation, projection, spatial awareness, and stage presence will provide the basis of this class. Movement and improvisation will develop the actor's sense of discovery and range of flexibility. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 113 - Scene Study (3 credits)

Designed to prepare the actor to work with the actual text of a play. Scenes will be analyzed from the actor’s point of view for meaning and interpretation, character development and emotional preparation, and clarity of performance. Scenes will be performed in class. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 114 - Playwriting (3 credits)

Through a progression of exercises, the student will develop skills in the craft of writing for the stage. Techniques for character development, authentic dialogue, dramatic conflict, scene building, stage composition, and movement in space and time will be taught. All work will be read aloud and discussed. Some work will be acted. Students are expected to produce written work. Theatre elective. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 115 - Director's Workshop (3 credits)

In this course, students will analyze plays from a director’s point of view. Rehearsal and organizational procedures will be discussed from script to performance. Working techniques, scene building, blocking and movement, use of space, point of view, and interpretation will provide the student with necessary skills. Directed scenes will be presented in class and/or in studio theatre. Students will be expected to direct scenes. Theatre elective. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall; Day only
THE 116 - Acting for the Camera (3 credits)

Although the foundation of acting is the same for the stage as it is for the screen, the actor needs specific technique to adapt to the demands of video and film. This course will address specific conditions necessary to acting for the camera. In-class exercises combined with practical experience acting in front of the camera will form the basis of the class. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 117 - Theatre History - The Early Years (3 credits)

A survey of the development of theatre and drama from the earliest beginnings through 1660, providing the student with a knowledge of the growth of theatre as an institution. There is a special focus in this course on the contributions of the performer, designer, and writer, and on the interest and perspectives of the audience. Theatre elective. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 118 - Theatre History - The Modern Years (3 credits)

A continuation of THE 117 that covers the development of the physical stage, drama, and theatre arts from 1660 to the present, including Restoration theatre and the establishment of national theatres. This course has a special focus on the contributions of the performer, designer and writer and on the interests and perspectives of the audience. Theatre elective. Competency met: Humanities (6.0) 3 credits Fall; Day only

THE 119 - Attending the Play (3 credits)

This course is designed for those who wish to acquire a basic understanding of how to view a play and is intended for the general student population. Students will attend various types of productions ranging from college theatre to community theatre to professional theatre, followed by in-class discussion. Performing artists, theatre designers, technicians and related theatre personnel will be invited to discuss their particular area of production. Students will also read about and discuss theatre in its various forms. Three class hours a week. Additional time is required for attending plays. For non-theatre majors. Competency met: Humanities (6.0) 3 credits Not offered every year

THE 120 - Costume Design for the Stage (3 credits)

This workshop covers the basics of formulating costume designs for stage productions. Students will learn to analyze texts, research styles, render drawings, choose fabrics, and prepare finished costume designs. Character analysis, sewing and alteration techniques, and accessorizing will be discussed. Emphasis will be placed on BCC's mainstage productions for hands-on experience. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Not offered every year

THE 121 - Voice Production (3 credits)

Fundamentals of vocal training, concentrating on relaxation and exercise techniques to free the voice, center breathing, expand vocal range, strengthen projection, express emotion, refine articulation, and to focus the voice into the resonating and amplifying areas of the body. Techniques to maintain vocal health during production will also be taught. One three-hour class per week. Competency met: Humanities (6.0) 3 credits Fall

THE 122 - Theatre Rehearsal and Performance (Fall) (4 credits)

This hands-on course, designed to bring the actor onstage for a public performance, focuses on artistic areas of the rehearsal process. Students develop advanced acting technique by performing before an audience for an extended run, sometimes also going to other local stages. Once the play is decided, students must audition for parts. The course explores play analysis, character development, and cultural/historical setting. The final project includes a written analysis of the student's own work in relation to the production and a study of one specific aspect of the production. The course involves additional rehearsal time. It may be taken again as THE 123. Competency met: Humanities (6.0) 4 credits Fall

THE 123 - Theatre Rehearsal and Performance (Spring) (3 credits)

This hands-on course, designed to bring the actor onstage for a public performance, focuses on artistic areas of the rehearsal process. Students develop advanced acting technique by performing before an audience for an extended run, sometimes also going to other local stages. Once the play is decided, students must audition for parts. The course explores play analysis, character development, and cultural/historical setting. The final project includes a written analysis of the student's own work in relation to the production and a study of one specific aspect of the production. The course involves additional rehearsal time. It may be taken again as THE 122. Competency met: Humanities (6.0) 4 credits Spring

THE 125 - Sound Design and Production (3 credits)

This course provides a hands-on foundation in the practical and artistic use of sound to support theatre and visual arts productions. It focuses on the development of soundscapes, the use of technical equipment in the production of sound, and the translation of visual, emotional, and written ideas into supportive sound environments. It explores sound production from various sources: natural sound, technically-produced sound, composition from natural objects and musical instruments. Students produce projects specifically suited to theater and visual arts. Three lecture hours and two laboratory hours per week. Competency met: Humanities (6.0) 3 credits Fall, Spring
THE 127 - Scenic Design (3 credits)
This course gives students a basic understanding of scenic design for the stage. It includes hands-on work in such areas as knowledge and application of safety rules, use of tools and equipment, basic carpentry skills, design and preparation of scale models, analysis of text for design, translation of artistic concept to stage areas and spatial relationships. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Fall

THE 128 - Lighting Design (3 credits)
This course gives students a basic understanding of lighting design for the stage. It includes hands-on work in such areas as knowledge and application of basic safety rules; use of tools and equipment; basic knowledge of electricity; basic knowledge of lighting instruments and their specific applications; preparation from text of lighting plot; translation of artistic concept to illumination, intensity, color, angle focus, and actualization. Three lecture hours per week. Competency met: Humanities (6.0) 3 credits Spring

THE 132 - Theatre Production (Fall) (4 credits)
This is a hands-on course where the student experiences all aspects of technical production and focuses specifically on one or two areas. Students work backstage in one or two of several theatrical areas such as set construction, lighting, sound, costume, mask-making, props, and/or running crews for two shows per semester. The student may have the opportunity to design or apprentice under the designer in addition to working tech. The course requires additional rehearsal time. Students must prepare to put in extra hours working on their respective projects. Work in more than one area may be required from each student depending on the show and the availability of additional help. The course may be taken again as THE 133. Three lecture hours and three laboratory hours per week. Competency met: Humanities (6.0) 4 credits Fall

THE 133 - Theatre Production (Spring) (4 credits)
This is a hands-on course where the student experiences all aspects of technical production and focuses specifically on one or two areas. Students work backstage in one or two of several theatrical areas such as set construction, lighting, sound, costume, mask-making, props, and/or running crews for two shows per semester. The student may have the opportunity to design or apprentice under the designer in addition to working tech. The course requires additional rehearsal time. Students must prepare to put in extra hours working on their respective projects. Work in more than one area may be required from each student depending on the show and the availability of additional help. The course may be taken again as THE 132. Three lecture hours and three laboratory hours per week. Competency met: Humanities (6.0) 4 credits Spring

THE 134 - Puppet/Mask Workshop (3 credits)
This is a hands-on course exploring design techniques, materials, and practical stage use in creating masks and puppets for the theatre. Students create masks and puppet characters in different styles. A variety of construction and design techniques are explored. Students learn historical contexts stemming from ritual, dance, and theatrical performance. Movement and staging is emphasized. Opportunity for work to be applied for stage productions is offered. Three lecture hours per week. 3 credits Fall Not offered every year.

THE 135 - Stagecraft (Fall) (2 credits)
This is a hands-on course designed to give students a practical and theoretical understanding of the tools and techniques used in the technical building of a stage production. Students gain experience by working backstage on crews concerned with set construction: basic carpentry, electric, painting, lighting, sound, costume, props, and stage management. Students learn to use Vectorworks, a basic computer drafting program used in scenic design. Students are required to work on tech crews for both the Studio Theatre and Main Stage productions, two shows per semester. Students spend 10 to 15 hours a week working backstage. Students also attend a one-hour weekly seminar to learn practical skills. The course may be taken again as Stagecraft (Spring). One lecture hour and 10 to 15 hours per week working backstage. 2 credits Fall

THE 136 - Stagecraft (Spring) (2 credits)
This is a hands-on course designed to give students a practical and theoretical understanding of the tools and techniques used in the technical building of a stage production. Students gain experience by working backstage on crews concerned with set construction: basic carpentry, electric, painting, lighting, sound, costume, props, and stage management. Students learn to use Vectorworks, a basic computer drafting program used in scenic design. Students are required to work on tech crews for both the Studio Theatre and Main Stage productions, two shows per semester. Students spend 10 to 15 hours a week working backstage. Students also attend a one-hour weekly seminar to learn practical skills. The course may be taken again as Stagecraft (Fall). One lecture hour and 10 to 15 hours per week working backstage. 2 credits Spring
LEARNING OUTCOMES

Student Learning Outcomes are program-specific statements created by program faculty that detail what students should know and be able to do upon completion of the program. If outcomes are not listed, contact the program coordinator. For each program, students will:

Division of Humanities and Education - Learning Outcomes

Fine Arts Transfer - Learning Outcomes
1. Demonstrate foundational skills in drawing, two-dimensional, and three-dimensional studies appropriate for advanced study in the fine arts.
2. Demonstrate a broad knowledge of the History of Art.
3. Use the skills and vocabulary necessary to successfully evaluate and critique works of art.
4. Compile a portfolio of individual works of art sufficient for transfer to a four-year institution.

Graphic Design Transfer - Learning Outcomes
1. Construct visual responses to a wide range of design problems, demonstrating their understanding of hierarchy, typography, aesthetics and composition.
2. Synthesize their abilities in drawing, design, analysis, art history, and technology and apply this skill-set to creating and evaluating visual design.
3. Solve communication problems by identifying the problem, researching, analyzing, generating solutions, prototyping, user testing and evaluating outcomes.
4. Demonstrate their ability to engage in collaboration, and to work through process-intensive interdisciplinary projects focusing on current events and social issues.
5. Demonstrate experimentation, self-reliance and cooperative learning in mastering tools and technologies central to professional practice, as needed to solve their design problems.
6. Develop competencies in communication and presentation necessary to engage in professional practice and to advance their careers.

Web Design & Media Arts - Learning Outcomes
1. Construct visual responses to a wide range of design problems, demonstrating their understanding of hierarchy, typography, aesthetics and composition.
2. Demonstrate their knowledge of the processes involved in creating user-centered communication and environments, including researching, using scenarios and personas, analyzing, generating solutions, storyboarding, user testing and evaluating outcomes.
3. Explore narrative and other information structures for organizing content in interactive media in order to be responsive to technological and social requirements of their audience.
4. Synthesize their abilities in drawing, design, analysis, art history, and technology and apply this skill-set to creating and evaluating visual design.
5. Demonstrate experimentation, self-reliance and cooperative learning in mastering tools and technologies central to professional practice, as needed to solve their design problems.
6. Develop competencies in communication and presentation necessary to engage in professional practice and to advance their careers.

Communication - Learning Outcomes
1. Explain fundamental theoretical concepts related to human communication.
2. Apply fundamental theoretical concepts to specific contexts to help achieve effective communication.
3. Identify key figures and events related to the development of major mass media and emerging new media.
4. Explain the potential effects of media on an increasingly diverse society.
5. Demonstrate oral, written and mediated communication skills.
6. Explain ethical issues related to interpersonal, intercultural, group, organizational and public communication and create strategies to help address some of those issues.
7. Research a communication-related career that matches their skill set and/or interests in this rapidly-changing field.

Deaf Studies/Education - Learning Outcomes
1. Engage in ASL conversations with native and non-native users.
2. Demonstrate cultural competency in the Deaf-World.
3. Promote Deaf ways of being, thinking and knowing.
4. Apply knowledge of American Sign Language, Deaf culture, Deaf people, Deaf history and contemporary
issues to new learning situations, social or workplace settings and/or activism.

5. Demonstrate beginning Education knowledge and skills necessary for transfer or entry level position in workforce.

Deaf Studies/Human Services - Learning Outcomes
1. Engage in ASL conversations with native and non-native users.
2. Demonstrate cultural competency in the Deaf-World.
3. Promote Deaf ways of being, thinking and knowing.
4. Apply knowledge of American Sign Language, Deaf culture, Deaf people, Deaf history and contemporary issues to new learning situations, social or workplace settings and/or activism.
5. Demonstrate beginning Human Services knowledge and skills necessary for transfer or entry level position in the workforce.

Deaf Studies/Speech to Text Support Services - Learning Outcomes
1. Engage in ASL conversations with native and non-native users.
2. Demonstrate cultural competency in the Deaf-World.
3. Promote Deaf ways of being, thinking and knowing.
4. Apply knowledge of American Sign Language, Deaf culture, Deaf people, Deaf history and contemporary issues to new learning situations, social or workplace settings and/or activism.
5. Demonstrate beginning C-Print™ knowledge and skills necessary for immediate entry into the C-Print™ workforce.

Deaf Studies Transfer - Learning Outcomes
1. Engage in ASL conversations with native and non-native users.
2. Demonstrate cultural competency in the Deaf-World.
3. Promote Deaf ways of being, thinking and knowing.
4. Apply knowledge of American Sign Language, Deaf culture, Deaf people, Deaf history and contemporary issues to new learning situations, social or workplace settings and/or activism.
5. Demonstrate beginning Interpreter knowledge and skills necessary for transfer.

Deaf Studies/Interpreter - Learning Outcomes
1. Engage in ASL conversations with native and non-native users.
2. Demonstrate cultural competency in the Deaf-World.
3. Promote Deaf ways of being, thinking and knowing.
4. Apply knowledge of American Sign Language, Deaf culture, Deaf people, Deaf history and contemporary issues to new learning situations, social or workplace settings and/or activism.
5. Demonstrate beginning Interpreter knowledge and skills necessary for transfer.

Early Childhood Education - Learning Outcomes
1. Demonstrate ability to work professionally and ethically as a teacher of young children (including school age) of families of diverse backgrounds.
2. Plan and implement developmentally appropriate learning activities for all children.
3. Implement effective written, oral, verbal and non-verbal communication with children, peer, and other colleagues.
4. Demonstrate self-reflective skills in becoming an educator of young children.

Elementary Education - Learning Outcomes
1. Demonstrate core competencies in reading and writing.
2. Apply child development and learning theory to actual classroom practice.
3. Identify, use, and appropriately document professional resources.

General Studies/Educational Studies - Learning Outcomes
1. Demonstrate core competencies in reading and writing.
2. Identify, use, and appropriately document professional resources.
3. Demonstrate an ability to work professionally and ethically as a future teacher of children (ranging from infancy through the elementary years) of families of diverse backgrounds.
4. Implement effective written, oral, verbal and non-verbal communication with children, peer, and other personnel where Practicums and Pre-Practicums occur.
5. Demonstrate beginning Education knowledge and skills necessary for transfer to a four-year college or for entry level employment in the field of Education.

**General Studies - Learning Outcomes**
1. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.
2. Communicate clearly and effectively utilizing written and verbal communication techniques.
3. Identify, understand, and engage in mathematics as well as make well-founded mathematical judgments as a constructive, concerned, reflective citizen.
4. Use historical factual information to understand the current world, and develop an ability to consider issues from a global perspective.
5. Understand how individuals interact among groups; and develop an understanding of the beliefs, values, traditions, and practices of people from other cultures.
6. Analyze critically science-based issues in contemporary society.

**General Studies/MassTransfer - Learning Outcomes**
1. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.
2. Communicate clearly and effectively utilizing written and verbal communication techniques.
3. Identify, understand, and engage in mathematics as well as make well-founded mathematical judgments as a constructive, concerned, reflective citizen.
4. Use historical factual information to understand the current world, and develop an ability to consider issues from a global perspective.
5. Understand how individuals interact among groups; and develop an understanding of the beliefs, values, traditions, and practices of people from other cultures.
6. Analyze critically science-based issues in contemporary society.

**General Studies/Humanities & Arts Studies - Learning Outcomes**
1. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.

**Liberal Arts/Humanities MassTransfer - Learning Outcomes**
1. Transfer to a wide variety of public and private baccalaureate programs with junior status.
2. Identify and pursue their interests in literature, foreign language or other humanities majors.
3. Understand the basic content and methodology of science, social sciences, mathematics, humanities and the arts.
4. Acquire skills to be productive and lifelong learners, including abilities in oral and written communication, information literacy, critical and creative thinking, and technical competency.
5. Develop qualities of an ethical individual and responsible citizen, including a sensitivity to and respect for cultural diversity.

**Division of Behavioral and Social Sciences - Learning Outcomes**

**Criminal Justice Career - Learning Outcomes**
1. Explain the principles, theories, and practices of the Criminal Justice System.
2. Explain the importance of ethics and ethical behavior as they pertain to the administration of justice.
3. Apply important state, federal, and United States Supreme Court decisions to the administration of justice.
4. Practice effective oral and written communication as they pertain to the administration of justice.
5. Locate and critically analyze information from both academic and professional sources.
Criminal Justice Transfer - Learning Outcomes
1. Explain the principles, theories, and practices of the Criminal Justice system.
2. Explain the importance of ethics and ethical behavior as they pertain to the administration of justice.
3. Apply important state, federal, and United States Supreme Court decisions to the administration of justice.
4. Practice effective oral and written communication as it pertain to the administration of justice.
5. Locate and critically analyze information from both academic and professional sources.

General Studies/Legal and Social Studies - Learning Outcomes
1. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
2. Communicate clearly and effectively utilizing verbal and written communication techniques pertaining to the social sciences, legal studies, and the development of successful helping relationships.
3. Locate and critically analyze information from both academic and professional sources.
4. Use technology to assist with various areas of social and legal studies.

Human Services - Learning Outcomes
1. Describe the current state of the American social welfare system and its significant historical antecedents.
2. Critically examine and explain their personal values and perceptions of various disadvantaged and/or underserved populations.
3. Practice and critique effective helping skills that form the foundation of a successful helping relationship.
4. Integrate classroom-based academic knowledge with practical, real-world applications in a supervised agency internship.
5. Continually build and improve students’ oral and written communication skills as they relate to developing successful helping relationships.

Liberal Arts/Behavioral and Social Studies - Learning Outcomes
1. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
2. Communicate clearly and effectively utilizing verbal and written communication techniques pertaining to the social sciences, legal studies and the development of successful helping relationships.
3. Locate and critically analyze information from both academic and professional sources.
4. Use technology to assist with various areas of social and legal studies.

Liberal Arts/Sustainability Studies - Learning Outcomes
1. Identify existing sustainability threats and challenges within multiple societal settings and to address them with appropriate mitigation and adaptation responses.
2. Anticipate sustainability threats and challenges within multiple societal settings and to address them with appropriate mitigation and adaptation responses.
3. Think systemically and critically, making connections among sectors of complex social systems.
4. Work effectively with community people and local agencies addressing sustainability challenges.
5. Articulate clearly through writing and oral practice issues of sustainability and adaptation responses.
6. Continue college/university education in Sustainability Studies or related fields having developed the foundations through this program.

Office Administration/Legal Administrative Assistant - Learning Outcomes
1. Keyboard at an average minimum rate of 40 words per minute based on the average of five 5-minute timings with no more than five errors while using correct keyboarding technique.
2. Demonstrate proofreading and text editing skills to include formatting, spelling, confusing words, punctuation, grammar, numbers, capitalization, possessives, and clear/concise writing.
3. Explain the use of the Microsoft Office suite of programs and other legal specialty software in law office management and in the production of legal materials.
4. Prepare a variety of court and non-court legal documents from hard copy or voice recording using the most appropriate software.
5. Explain the role and importance of ethical standards for attorneys and legal office professionals and sanctions for violations.
6. Demonstrate the ability to perform the basic duties of a legal administrative assistant/legal secretary.
Paralegal Studies - Learning Outcomes
1. Conduct legal research and prepare memoranda of law.
2. Use technology to assist with all areas of law office management.
3. Draft legal documents, correspondence, and pleadings.
4. Conduct interviews of clients and witnesses while adhering to ethical guidelines.
5. Attend execution of wills, real estate closings, depositions, court or administrative hearings, and/or trials with the attorney to facilitate document control and management.
6. Summarize depositions and interrogatories, prepare exhibits, and manage trial notebooks.
7. Maintain and organize files and calendars.

Division of Business and Information Management - Learning Outcomes

Accounting - Learning Outcomes
1. Analyze, calculate, interpret, and report financial information accurately and in a timely manner.
2. Demonstrate proficiency in both manual and automated accounting systems.
3. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.
4. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
5. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.
6. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.
7. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.
8. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.
9. Operate in teams and/or matrix organizational settings.
10. Demonstrate leadership in a wide variety of organizations.
11. Develop a professional growth plan for lifelong learning.

Entrepreneurship - Learning Outcomes
1. Describe the components of a resource management program.
2. Explain the policy considerations necessary for effective personnel practices.
3. Describe procurement functions and the responsibilities of purchasing personnel.
4. Explain the characteristics of a successful new business enterprise.
5. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.
6. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
7. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.
8. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.
9. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.
10. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.
11. Operate in teams and/or matrix organizational settings.
12. Utilize business and financial software.
13. Demonstrate leadership in a wide variety of organizations.
14. Develop a professional growth plan for lifelong learning.

Financial Services - Banking - Learning Outcomes
1. Describe the components of banking operations.
2. Explain the fundamental legal issues of real estate lending.
3. Demonstrate the fundamental operations of commercial banking.
4. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.
5. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.

6. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.

7. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.

8. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.

9. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.

10. Operate in teams and/or matrix organizational settings.

11. Utilize business and financial software.

12. Demonstrate leadership in a wide variety of organizations.

13. Develop a professional growth plan for lifelong learning.

Financial Services - Financial Management - Learning Outcomes

1. Describe federal taxation formats, policies, and procedures for individuals and corporations.

2. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.

3. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.

4. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.

5. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.

6. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.

7. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.

8. Operate in teams and/or matrix organizational settings.


10. Demonstrate leadership in a wide variety of organizations.

11. Develop a professional growth plan for lifelong learning.

Financial Services - Real Estate and Insurance - Learning Outcomes

1. Describe types and organizations of insurance companies, claims adjustment, and risk management.

2. Explain the fundamentals of real estate ownership, development, and transactions.

3. Describe the legal and financial aspects of real estate brokerage operations, licensing laws, and contractual issues.

4. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.

5. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.

6. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.

7. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.

8. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.

9. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.

10. Operate in teams and/or matrix organizational settings.

11. Utilize business and financial software.

12. Demonstrate leadership in a wide variety of organizations.

13. Develop a professional growth plan for lifelong learning.

General Management - Learning Outcomes

1. Explain the management of a successful new business enterprise.

2. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.

3. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
4. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.

5. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.

6. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.

7. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.

8. Operate in teams and/or matrix organizational settings.


10. Demonstrate leadership in a wide variety of organizations.

11. Develop a professional growth plan for lifelong learning.

**Marketing Management - Learning Outcomes**

1. Explain sales principles, sales analysis and planning, and sales force management.

2. Describe the fundamental principles of advertising, as well as planning, preparation, and evaluation of advertising.

3. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.

4. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.

5. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.

6. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.

7. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.

8. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.

9. Operate in teams and/or matrix organizational settings.

10. Utilize business and financial software.

11. Demonstrate leadership in a wide variety of organizations.

12. Develop a professional growth plan for lifelong learning.

**Retail Management - Learning Outcomes**

1. Explain the design, implementation, and assessment of retailing strategies based on consumer needs and market changes.

2. Describe the process of conceiving, producing, and selling fashion products for in-store and on-line retailing.

3. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.

4. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.

5. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.
6. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.
7. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.
8. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.
9. Operate in teams and/or matrix organizational settings.
10. Utilize business and financial software.
11. Demonstrate leadership in a wide variety of organizations.
12. Develop a professional growth plan for lifelong learning.

**Business Administration/Transfer - Learning Outcomes**

1. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.
2. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
3. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.
4. Describe the actions taken to acquire and retain customers; produce goods and services; and measure/track financial performance.
5. Explain how the United States banking system and financial markets are structured and operate to facilitate organizational and personal financial management.
6. Demonstrate the interpersonal skills to communicate effectively, both orally and in writing.
7. Operate in teams and/or matrix organizational settings.
8. Utilize business and financial software.
9. Demonstrate leadership in a wide variety of organizations.
10. Develop a professional growth plan for lifelong learning.

**Computer Information Systems - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.
2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet specified needs.
3. Assemble a broad based knowledge that will allow them to work effectively in the computing field both with a variety of applications.
4. Develop the ability to develop web sites, databases and scripts and/or programs for use in a business environment.
5. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.
6. Communicate effectively to convey technical information to the groups they support and to understand their needs.

**Computer Information Systems/Computer Forensics - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.
2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet specified needs.
3. Conduct effective data collection and analysis that can be used as evidence in court.
4. Assemble a broad based knowledge that will allow them to work effectively in the computing field.
5. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.
6. Communicate effectively to convey technical information to the groups they support and to understand their needs.
7. Explore and develop an ethical value structure and will be able to apply that structure to problem solving and actions.

**Computer Networking - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.
2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet specified needs.
3. Install, configure, secure, troubleshoot and administer server and client systems in a mixed network environment.

4. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

5. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

6. Communicate effectively to convey technical information to the groups they support and to understand their needs.

Computer Programming Career - Learning Outcomes

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Design, develop, test and debug computer programs written in a variety of languages to effectively solve problems.

4. Analyze, evaluate and revise computer programs written by someone else.

5. Construct effective data storage that can be accessed, manipulated and updated correctly.

6. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

7. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

8. Communicate effectively to convey technical information to the groups they support and to understand their needs.

Computer Security Career - Learning Outcomes

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Install, configure, troubleshoot and administer security software on servers, routers and client devices.

3. Designing security infrastructure for computer networks and systems.

4. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

5. Install, configure, secure, troubleshoot and administer server and client systems in a mixed network environment.

6. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

7. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

8. Communicate effectively to convey technical information to the groups they support and to understand their needs.

Game Development/Creation - Learning Outcomes

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Define and develop a game from concept and implement the game during the capstone course.

4. Acquire the skills needed to implement all of the necessary assets for a game ie music, sound, levels, programming, design.

5. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

6. Demonstrate an understanding of today’s computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

7. Communicate effectively to convey technical information to the groups they support and to understand their needs.

Game Development/Programming - Learning Outcomes

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Define and develop a game from concept and implement the game during the capstone course.

4. Acquire the skills needed to implement all of the necessary assets for a game ie music, sound, levels, programming, design.

5. Assemble a broad based knowledge that will allow them to work effectively in the computing field.
6. Demonstrate an understanding of today's computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

7. Communicate effectively to convey technical information to the groups they support and to understand their needs.

**Multimedia and Internet Career - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Understand and apply basic design concepts at a level appropriate to application in the business setting.

4. Master a variety of multimedia production software.

5. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

6. Demonstrate an understanding of today's computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

7. Communicate effectively to convey technical information to the groups they support and to understand their needs.

**Webmaster Developer - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Design, develop, test and debug websites written in a variety of languages to effectively present online information.

4. Construct effective data storage that can be accessed, manipulated and updated correctly to back up a website.

5. Assemble a broad based knowledge that will allow them to work effectively in the computing field.

6. Demonstrate an understanding of today's computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

7. Communicate effectively to convey technical information to the groups they support and to understand their needs.

**Computer Information Systems Transfer - Learning Outcomes**

**Computer Science Transfer - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Understand design trade-offs between different computing machines.

3. Understand user interface design and software prototyping.

4. Gain experience using state of the art tools and development environments supporting the development cycle of a working software system.

5. Design, develop, test and document computer programs to effectively solve problems.

6. Analyze, evaluate, and revise computer programs written by someone else.

7. Assemble a broad based knowledge that will allow them to work effectively in a computing field.

8. Communicate effectively as a team of developers and exchange ideas while working together on a semester-long project.

9. Explore and develop an ethical value structure and apply this experience in problem solving and actions.

**Information Systems Transfer - Learning Outcomes**

1. Apply the general rules of critical analysis and deductive reasoning to logically solve specific problems and to evaluate the results to determine if they are logically sound.

2. Determine information needs, evaluate reliability of sources, access the information, decide its relevance and assemble it to meet their needs.

3. Design, develop, test and debug computer programs to effectively solve problems.

4. Construct effective data storage that can be accessed, manipulated and updated correctly.

5. Assemble a broad based knowledge that will allow them to work effectively in the computing field and to write, edit and modify computer programs.

6. Demonstrate an understanding of today's computer environment, be able to appraise changes and will be able to acquire the knowledge and skills to adapt.

7. Communicate effectively to convey technical information to the groups they support and to understand their needs.
Culinary Arts - Learning Outcomes

Culinary Arts/Baking and Pastry Career - Learning Outcomes

1. Research and develop a complete bakery products menu to accompany a multi-course meal, both individually and cooperatively.
2. Pass the ServSafe national certification exam and maintain current certification thru graduation.
3. Create a Personal Portfolio that documents recipes, menus, and photos of their work.
4. Prepare, to acceptable industry standards, a variety bread, pastry and decorative items, in a safe and sanitary manner, in a variety of bakeshop settings.

Culinary Arts Career - Learning Outcomes

1. Research and develop a complete menu for a multi-course meal, both individually and cooperatively.
2. Pass the TIPS and the ServSafe national certification exams and maintain current certification thru graduation.
3. Create a Personal Portfolio that documents recipes, menus, and photos of their work.
4. Prepare foods in a safe and sanitary manner, to acceptable industry standards, in a variety of kitchen settings.
5. Demonstrate, to acceptable industry standards, the ability to work in a variety of positions in the “front of the house.”
6. Apply principles of nutrition in achieving food service and dietary goals.

General Studies - Career or Transfer - Learning Outcome

Business & Entrepreneurship Studies - Learning Outcomes

1. Explain how factors of culture, economics, legal requirements, political activity, technology, the internet and the news media affect the operation of organizations in a global environment.
2. Demonstrate the skills needed to develop ideas and make decisions based on ethics, proper research, analysis, and critical thinking.
3. Describe the key actions to be taken to effectively and efficiently utilize organizational resources to achieve stated purpose and goals.
4. Communicate clearly and effectively utilizing verbal and written communication techniques appropriate for office professionals.
5. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.
6. Operate in teams and/or matrix organizational settings.

General Studies/Career or Transfer - Learning Outcomes

1. Display the skills of time management, critical thinking, problem solving, decision making, written comprehension, communication, and research.
2. Identify and apply the fundamental principles of public speaking, audience analysis, and effective delivery techniques.
3. Express knowledge pertaining to a customized program of discovery that spans multiple disciplines.
4. Demonstrate the basic writing skills that are relevant to academic assignments.
5. Demonstrate a basic understanding of technical skills.
6. Demonstrate proficiency with English composition, including the ability to use appropriate style, grammar, and mechanics in writing assignments.
7. Demonstrate and apply basic mathematical and algebra skills.

Hospitality - Learning Outcomes

Hospitality/Event Planning and Management - Learning Outcomes

1. Show basic understanding of the many details needed to plan and orchestrate events by participating in the planning of up to three on-campus functions presented by the Culinary Department according to accepted industry standards and the satisfaction of the instructor.
2. Illustrate an understanding of basic security procedures to protect the assets of the special event facility by preparing written plans and procedures for a new employee to follow.
3. Demonstrate the ability to analyze and evaluate expenses related to a special event facility to maximize revenue by preparing the P & L sheet for the events they are involved in during the semester.
4. Outline the techniques needed to deliver excellent customer service and demonstrate their practice at events according to acceptable hospitality standards.
5. Demonstrate knowledge and skills required to plan a major special event utilizing fine dining techniques by planning the semester event according to acceptable professional standards and teh satisfaction of the instructor.

**Hospitality Management/Casino - Learning Outcomes**

1. Demonstrate knowledge and skills required to manage a hospitality lodging facility.
2. Demonstrate the ability to perform the basic skills common to dealing most popular casino games.
3. Outline the techniques needed to deliver excellent customer service.
4. Illustrate an understanding of basic security procedures to protect the assets of the facility.
5. Demonstrate basic understanding of the many details needed to plan and orchestrate an event.
6. Ability to analyze and evaluate expenses related to a hospitality facility to maximize revenue.

**Hospitality Management/Food Planning - Learning Outcomes**

1. Demonstrate knowledge and skills required to manage a hospitality lodging facility.
2. Demonstrate the ability to perform the basic skills common to dealing most popular casino games.
3. Outline the techniques needed to deliver excellent customer service.
4. Illustrate an understanding of basic security procedures to protect the assets of the facility.
5. Demonstrate basic understanding of the many details needed to plan and orchestrate an event.
6. Ability to analyze and evaluate expenses related to a hospitality facility to maximize revenue.

**Hospitality Management/Hotel - Learning Outcomes**

1. Demonstrate knowledge and skills required to manage a hospitality lodging facility.
2. Demonstrate the ability to perform the basic skills common to dealing most popular casino games.
3. Outline the techniques needed to deliver excellent customer service.
4. Illustrate an understanding of basic security procedures to protect the assets of the facility.
5. Demonstrate basic understanding of the many details needed to plan and orchestrate an event.
6. Ability to analyze and evaluate expenses related to a hospitality facility to maximize revenue.

**Hospitality Management/Tourism - Learning Outcomes**

1. Demonstrate knowledge and skills required to manage a hospitality lodging facility.
2. Demonstrate the ability to perform the basic skills common to dealing most popular casino games.
3. Outline the techniques needed to deliver excellent customer service.
4. Illustrate an understanding of basic security procedures to protect the assets of the facility.
5. Demonstrate basic understanding of the many details needed to plan and orchestrate an event.
6. Ability to analyze and evaluate expenses related to a hospitality facility to maximize revenue.

**Office Administration/Executive Administrative - Learning Outcomes**

1. Create commonly used business documents using the Microsoft Office suite programs.
2. Organize and manage the operations of an office in a diverse, stressful, and ever-changing environment.
3. Communicate clearly and effectively utilizing verbal and written communication techniques appropriate for office professionals.
4. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.

**Division of Health Sciences - Learning Outcomes**

**Clinical Laboratory Science - Learning Outcomes**

1. Collect, process, and generate accession numbers for laboratory specimens.
2. Develop academic and technical competence in the major areas of clinical laboratory practice - urinalysis, hematology, clinical chemistry, medical microbiology and immunohematology.
3. Perform clinical laboratory tests ranging from waived and point-of-care to complex testing in all major areas of the clinical laboratory.
4. Make specimen-oriented decisions based on predetermined criteria and critical values.
5. Retrieve results and follow laboratory reporting protocol.
6. Demonstrate professional values, attitudes and behavior.

**Dental Hygiene - Learning Outcomes**
1. Discern and manage ethical issues of dental hygiene practice in a rapidly changing environment.
2. Acquire and synthesize information in a critical, scientific, and effective manner.
3. Contribute to improving the knowledge, skills, and values of the profession.
4. Provide planned educational services using appropriate interpersonal communication skills and educational strategies to promote optimal health.
5. Initiate and assume responsibility for health promotion and disease prevention activities for diverse populations.
6. Systematically collect, analyze, and accurately record baseline data on the general, oral, and psychosocial health status of patients using methods consistent with medico-legal principles.
7. Discuss the condition of the oral cavity, identify actual and potential problems, etiological and contributing factors, and available treatments.
8. Provide treatment that includes preventive and therapeutic services designed to achieve and maintain oral health and assist the patient in achieving oral health goals.
9. Evaluate the effectiveness of planned clinical and educational services and modify as necessary.

**Health Information Management - Learning Outcomes**
1. Recognizing the source of and managing the various types of healthcare information and data which is collected and maintained in healthcare, apply accreditory and regulatory requirements to the management of healthcare information, and develop proficiency in the use of diagnostic and procedural ICD-10-CM/PCS and CPT medical coding classification systems.
2. Evaluating and confidentially maintaining health record information systems and requests for information to protect health information according to HIPAA and various regulatory requirements.
3. Educating consumers about health information and advocating for healthcare consumer access to information including systems for health information exchange.
4. Utilizing primary and secondary healthcare data sources to calculate healthcare statistics and evaluate clinical and financial processes in healthcare.
5. Taking an integral part in the management of the healthcare revenue cycle.
6. Comply with legal and ethical standards for the management of health information.
7. Possess leadership qualities and skills including human resource management, project management, and process improvement in the healthcare setting.

**Nursing - Learning Outcomes**
1. Applies concepts and principles from nursing, from the physical and behavioral/social sciences, and from general education (humanities, math and history) in analyzing data and making judgments in the practice of nursing.
2. Provides care to patients throughout the life span by applying the nursing process in assisting the patient to maintain or regain homeostasis when threatened by common health problems.
3. Utilizes verbal and nonverbal modalities to communicate with patients, families, significant others, and health team members.
4. Provides patient teaching by assessing the need for information, implementing short-range teaching plans, and evaluating the patient's response.
5. Manages care for a group of patients in a structured setting by prioritizing care and by utilizing the skills of other health team members.
6. Functions as a member within the discipline of nursing by practicing legally and ethically and by selecting resources and activities for continued development in the nurse role.

**Occupational Therapy Assistant - Learning Outcomes**
1. Demonstrate entry-level competence as a generalist occupational therapy assistant in settings where occupational therapy is currently practiced and where it is emerging as a service.
2. Articulate and apply occupational therapy principles and interventions to achieve expected outcomes as related to occupation.
3. Articulate and apply therapeutic use of occupations with individuals or groups for the purpose of participation in roles and situations in home, school, workplace, community, and other settings.
4. Apply occupational therapy interventions to address the physical, cognitive, psychosocial, sensory, emotional
and other aspects of performance in a variety of contexts and environments to support engagement in everyday life activities that affect health, well-being, and quality of life.

5. Be prepared to effectively communicate and work interprofessionally with those who provide care for individuals and/or populations in order to clarify each member’s responsibility in executing components of an intervention plan.

6. Uphold the ethical standards, values, and attitudes of the occupational therapy profession.

7. Demonstrate professional values, attitudes and behavior.

8. Demonstrate sensitivity to factors of culture and diversity in the delivery of OT services.

9. Demonstrate commitment to lifelong learning and continuing professional development.

10. Demonstrate commitment to currency in best practice.

11. Demonstrate commitment to using evidence-based practice.

12. Distinguish the distinct roles and responsibilities of the occupational therapist and occupational therapy assistant in the supervisory process.

13. Advocate as a professional for the occupational therapy services offered and for the recipients of those services.

**Office Administration, Medical Administrative Assistant - Learning Outcomes**

1. Apply organizational skills in managing the operations of any office in a diverse, stressful and ever-changing environment.

2. Communicate clearly and effectively utilizing written and verbal communication techniques appropriate for office professionals.

3. Work effectively as a team player in a diverse work group.

4. Apply computer skills to office tasks using a variety of business-related software and hardware.

5. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling and punctuation.

6. Practice effective listening skills, follow oral/written instructions, learn how to take the initiative, work independently, and offer alternative solutions where applicable.

7. Display professional traits such as dependability, flexibility and adaptability, a positive attitude, professional appearance, punctuality/attendance, responsibility/accountability, and sound judgment.

**Division of Mathematics, Science, and Engineering - Learning Outcomes**

**Engineering Technology - Learning Outcomes**

**Advanced Biomedical Manufacturing Technology - Learning Outcomes**

1. Students will employ computers, various software programs and automated equipment while working in an industrial environment in advanced manufacturing or biomedical manufacturing.

2. Perform systematic trouble shooting and diagnostic skills in defining and solving automation, engineering and biomedical problems.

3. The advanced manufacturing graduate will effectively create and read professional engineering drawings per ASME and ANSI Standards. Safety and accurately operate several manual and automated machine tools. Create and perform setup procedures. Implement programming principles to create machining codes using standard G&M codes and create automation programming ladders utilizing Allen Bradley Formats.

4. The biomedical manufacturing students will demonstrate lab skills for entry-level biotech positions, including setting up sample analysis, maintaining automated instruments, and preparing materials for research scientists.

**Architectural and Civil Technology - Learning Outcomes**

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

5. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

6. Apply computer-aided design, structural, surveying and geotechnical principles to analyze and design simple structures.
**ElectroMechanical - Learning Outcomes**

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

5. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

**Electrical - Learning Outcomes**

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

5. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

**Environmental Technology - Learning Outcomes**

1. Apply principles of mathematics, biology, chemistry, sampling, Geographic Information Systems, and hazardous materials to the operation of environmental facilities and the analysis of environmental problems.

2. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

3. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

4. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

5. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

6. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

**Marine Science and Technology Career - Learning Outcomes**

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

5. Demonstrate knowledge of computer hardware, software, and operating systems and effectively utilize the Internet and discipline related software packages.

6. Apply the principles of marine electronics, engine repair, materials science, marine systems, marine safety, and/or statistics, marine biology, fisheries technologies to the maintenance and management of pleasure and commercial vessels and facilities and/or to the monitoring of Atlantic fish stock.

**Mechanical Technology - Learning Outcomes**

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.
5. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

6. Apply computer-aided design, materials science, electrical, fluidic and mechanics principles to analyze, design, build and troubleshoot mechanisms and machines.

Engineering Transfer - Learning Outcomes
1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of calculus-based logical arguments and quantitative applications to verify the validity of a variety of relationships and processes.

4. Interpret scientific principles, particularly in chemistry and physics, and apply the methodology of scientific inquiry to analyze problems.

5. Demonstrate knowledge of computer hardware, software and operating systems and effectively utilize the Internet and discipline related software packages.

6. The following goals are specific to the main areas of concentration within the Transfer Program:

7. Civil Engineering Transfer students should demonstrate a thorough understanding of civil drafting and design principles and basic electrical theories, and should be able to apply surveying principles and effectively utilize surveying equipment in a variety of applications.

8. Electrical and Computer Engineering Transfer students should demonstrate a thorough understanding of electrical circuits and computer programming fundamentals, and should be able to utilize electrical engineering principles to design, build, and troubleshoot electrical equipment.

9. Mechanical Engineering Transfer students should demonstrate a thorough understanding of advanced computer-aided design principles, and engineering material science fundamentals, and should be able to utilize electrical engineering principles to design, build, and troubleshoot electrical/electronic equipment.

Fire Science Technology - Learning Outcomes
1. Describe the history and principles of the fire service.

2. Provide an in-depth analysis of the principles of firefighting through the utilization of personnel, equipment, and extinguishing agents on the fire ground.

3. Demonstrate a knowledge and understanding of building construction practices, fire prevention codes and ordinances, fire ground water supply, and the incident command system.

4. Apply the principles of supervision and management necessary for leadership and administration in the fire service.

5. Demonstrate the ability to formulate pre-fire plans.

6. Identify and describe the different automatic fire alarm and extinguishing systems.

General Studies/Health and Life Sciences - Learning Outcomes
1. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.

2. Communicate clearly and effectively utilizing written and verbal communication techniques.

3. Identify, understand, and engage in mathematics as well as make well-founded mathematical judgments as a constructive, concerned, reflective citizen.

4. Use historical factual information to understand the current world, and develop an ability to consider issues from a global perspective.

5. Understand how individuals interact among groups; and develop an understanding of the beliefs, values, traditions, and practices of people from other cultures.

6. Describe the major body systems and explain their functions; use medical language to communicate effectively within the healthcare delivery system.

General Studies/Stem - Learning Outcomes

General Studies - STEM
1. Demonstrate knowledge and apply critical thinking to effectively solve problems and implement solutions associated with a variety of aspects of Science, Technology, Engineering, and Mathematics.

2. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Utilize the English language to communicate and interact effectively, in both written and oral formats, to
a variety of individuals and diverse groups of human beings.

5. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

General Studies - Technical Studies - Learning Outcomes

1. Create accurate written communications applying correct sentence structure, grammar, word usage, spelling, and punctuation.

2. Communicate clearly and effectively utilizing written and verbal communication techniques.

3. Identify, understand, and engage in mathematics as well as make well-founded mathematical judgments as a constructive, concerned, reflective citizen.

4. Use historical factual information to understand the current world, and develop an ability to consider issues from a global perspective.

5. Understand how individuals interact among groups; and develop an understanding of the beliefs, values, traditions, and practices of people from other cultures.

6. Analyze critically science-based issues in contemporary society.

General Studies - Math and Science - Learning Outcomes

1. Transfer to a wide variety of public and private baccalaureate programs with junior status.

2. Identify and pursue their interests in mathematics or a natural or physical science major.

3. Understand the basic content and methodology of science, social sciences, mathematics, humanities and the arts.

4. Acquire skills to be productive and lifelong learners, including abilities in oral and written communication, information literacy, critical and creative thinking, and technical competency.

5. Develop qualities of an ethical individual and responsible citizen, including a sensitivity to and respect for cultural diversity.

Learning Outcomes

Offshore Wind Power Technology

1. Identify, critically analyze, and ethically evaluate problems from a variety of perspectives, interpret data, and research and develop solutions.

2. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.

3. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.

4. Interpret scientific principles and apply the methodology of scientific inquiry to analyze problems.

5. Apply materials science, physics, electrical, fluidic and mechanics principles to analyze, design, build and troubleshoot mechanisms and machines.

6. Demonstrate knowledge associated with the assembly, installation, operation, and maintenance of wind power systems.

Life Sciences - Biotechnology and Forensic DNA - Learning Outcomes

1. Discuss the different sectors of the biotechnology field.

2. Explain the basics of organic and inorganic chemistry.

3. Explain the basic biochemical processes of the cell.

4. Explain the basics of cell structure and function.

5. Discuss the basics of DNA, genetic engineering, and molecular cloning.

6. Perform standard research techniques.

7. Maintain a laboratory notebook.

8. Design and experiment.

9. Read and dissect a primary research paper.

Life Sciences - Biology - Learning Outcomes

1. Analyze and apply basic biological principles.

2. Analyze and apply basic chemistry principles.

3. Demonstrate general laboratory knowledge and skills.
4. Apply the Scientific Method in order to design and implement experiments.
5. Create and maintain a laboratory notebook.
6. Read and dissect/discuss/critically analyze primary research papers.

**Life Sciences/Environmental Science - Learning Outcomes**

1. Demonstrate an understanding of the levels of evidence behind scientific hypotheses, theories and principles.
2. Demonstrate proper usage of scientific methods for analyzing and interpreting data obtained from satellite images, archived data sets and/or in class lab experiments.
3. Analyze topics of interest in Environmental Science by designing and carrying out literature searches using tools introduced in BCC Science Courses.
4. Utilize appropriate mathematical skills to analyze data sets in the Sciences and in related areas of study.
5. Demonstrate an appropriate understanding of physical science phenomena and as they are applied to the field of Environmental Science.
6. Display proper usage of English composition and grammar as applied to writing assignments appropriate to the field.
7. Demonstrate the use of technical, computer-based and laboratory skills to describe and analyze scientific data.
8. Demonstrate an understanding of the multicultural nature of the study of scientific phenomena in a global community in which scientists of many nationalities and backgrounds must interact in meaningful ways in order to interpret and analyze scientific data and reports.
9. Properly interpret the role of science in a historical perspective, as well as a tool for improving the technological future of mankind.
10. Demonstrate the ability to present and defend scientific data and theories orally or in written form to peers in the scientific community.

**Life Sciences - Sustainable Agriculture - Learning Outcomes**

1. Students will gain an understanding of the current social, economic and technical challenges and opportunities in sustainable food production.
2. Develop an appreciation for the impacts of agricultural on natural resources, energy, environment, and climate change and some solutions for these issues.
3. Understand and apply scientific concepts and practices based on the scientific method and laboratory methods.
4. Become familiar with diverse field, nursery, and processing equipment, sampling techniques, and related data compilation and analysis.
5. Understand the scientific principles regarding soil physics, chemistry, and biology as it relates to fertility management, plant health, and food quality.
6. Develop a sound understanding of fundamental plant science, including taxonomy, physiology, plant propagation and horticultural practices as it applies to sustainable production.
7. Become familiar with crop protection using cultural, biological, and organic practices to prevent and manage weeds, diseases, and pests.
8. Learn how to effectively plan agricultural production and rotation systems, maintain and use records, crop enterprise budgets for decision making in agricultural production and marketing.

**Learning Outcomes**

**Offshore Wind Power Technician**

1. Utilize the English language to communicate and interact effectively, in both written and oral formats, to a variety of individuals and diverse groups of human beings.
2. Exhibit an understanding of mathematics-based logical arguments and quantitative reasoning and utilize this understanding to validate relationships and processes.
3. Apply materials science, physics, electrical, fluidic and mechanics principles to analyze, design, build and troubleshoot mechanisms and machines.
4. Demonstrate knowledge associated with the assembly, installation, operation, and maintenance of wind power systems.

**Veterinary Health Care - Learning Outcomes**

1. Demonstrate entry-level competence and technical skills as a generalist veterinary technician assistant in appropriate settings.
2. Demonstrate the ethical standards, values, and attitudes of the veterinary profession.
3. Utilize verbal and nonverbal modalities to communicate with clients and animal care or veterinary team members.
4. Demonstrate knowledge of disciplines related software and effectively utilize the Internet.
5. Demonstrate proper, humane animal restraint techniques for a variety of animals and medical procedures.

6. Demonstrate a well-founded knowledge base regarding principles of animal health, physiology, disease, and associated therapies and pharmacology.

7. Demonstrate a fundamental knowledge of the housing, husbandry, nutritional, and social requirements specific to species/breed of a variety of common companion animals.

Division of Access and Transition - Learning Outcomes

General Studies Prep - English as a Second Language - Learning Outcomes

1. Improve English skills in conversation, grammar, reading and writing.

2. Build a strong foundation in the academic use of the English Language.

3. Prepare students to continue their college studies in the program of their choice.

4. Enjoy the campus community by participating in the International Club.

General Studies Prep - Learning Outcomes

General Studies Prep - Career Prep

1. Develop a foundation on which to build college success.

2. Complete developmental coursework.

3. Prepare for successful transfer to selected BCC career program.

General Studies Prep

1. Develop a foundation on which to build college success.

2. Complete developmental coursework.

3. Prepare for successful transfer to desired BCC program.
Commonwealth of Massachusetts Board of Higher Education Members

Chris Gabrieli, Chairman
Danielle Dupuis, Student Member
Sheila M. Harrity, Ed.D.
Nancy Hoffman, Ph.D.
Tom Hopcroft
J.D. LaRock, J.D., Ed.D., Community College Trustee Representative
Paul Materra, J.D., State University Trustee Representative
Danielle Dupuis, Student Member
Sheila M. Harrity, Ed.D.
Nancy Hoffman, Ph.D.
Tom Hopcroft
J.D. LaRock, J.D., Ed.D., Community College Trustee Representative
Paul Materra, J.D., State University Trustee Representative
J.D. LaRock, J.D., Ed.D., Community College Trustee Representative
Paul Materra, J.D., State University Trustee Representative
Non-Voting Student Advisors
Jahziel Chase, State University Student Advisor
Ashley McHugh, Community College Student Advisor

Bristol Community College Board of Trustees

Mr. Frank P. Baptista - Fall River
Samir Bhattacharyya, Ph.D. - Sharon
Mr. Keith Hovan – Rochester
Ms. Joan M. Medeiros (Chair) - Fall River
Ms. Lynn A. Malasi '92 - Fairhaven
Ms. Kylie Pasternak (Student Trustee) - Fall River
Mr. Anthony R. Sapienza - Dartmouth
Sandra Saunders, Esq. (Secretary) - Fairhaven
Ms. Diane L. Silvia (Alumni Trustee) ’86 - East Freetown
Steven A. Torres, Esq. (Vice Chair) - Taunton

Bristol Community College Foundation Board of Directors

President
Thomas P. Murray, CPA

Executive Vice President
Donna Stewart
Community Volunteer, retired Account Executive

Co-Vice President
George Oliveira
President & Chief Executive Officer
Plimoth Investment Advisors

Co-Vice President
John McMahon
Vice President, Marketing and Real Estate
Mechanics Cooperative Bank

Treasurer
Elliot Rosenfield, CPA
Community Volunteer, retired CPA

Clerk
Dale Ferris
President
Ferris Realty

Board Members
Douglas Lash
Managing Partner
Bennett Company and HGL Management Company

Susan Lavoie
Community Volunteer, retired educator

Miriam London
Community Volunteer

Francis S. Mascianica, Jr.
Community Volunteer, retired Bank Executive

Patrick J. Murray, Jr.
President & CEO
Bristol County Savings Bank

Donald J. Smyth
Vice President
Bristol County Savings Bank

Partner
Reed, Boyce & Travis, P.C.

Betty M. Welch
Community Volunteer, retired Healthcare Manager

Richard B. Wolfson
Financial Advisor
Edward Jones Investment
Carol Michael '70
Alumni Association Chair

Dr. Amine Maalouf, Director Emeritus

Bristol Community College Alumni Association Committee Members

Chair
Patricia Jeffries Zukowski, RDH '73 Dental Hygiene (Dartmouth)

First Vice Chair
Leonard Martin '73 Mental Health (Warwick)

Second Vice Chair
Deborah A. Dziedzic '98 Business Administration Transfer (Seekonk)

Recording Secretary
Kelly A. Landry '05 Communications (Berkley)

Student Representative
Darlene A. Tetreault '97 Thanatology Certificate (Fall River)

Committee Members
Jill A. Carrico '05 ‘Art Transfer (Assonet)
Maurice J. Cyr ’10 ’11 ’13 ’14 Office Tech Manage (CTACH), Office Administration, Global Leadership (CTACC), Paralegal Studies (Fall River)
Carol A. Michael ’70 Pre-Professional (Westport)
Americo Miranda ’98 Liberal Arts (Fall River)
Brittany L. Pacheco-Ivanson '08 Human Services (Fall River)
Robin J. Riley '81 ’84 Secretarial Science Career, Word Processing (Westport)
Patrick A. Stone '07 Communications (E Providence)
Kathleen Torpey Garganta, RDH ’73 Dental Hygiene (Assonet)

Non-Board Committee Members
Shelly Armstrong ’87
Henry Bousquet ’98
Michael Hull ’10
Robert Shaker ’69

Administration Faculty and Staff

Kathy Aanonsen, Clinical Instructor in Nursing; B.S.N., Rhode Island College
Sixten Abbott, Adjunct Instructor in Art; B.F.A., Rhode Island School of Design

Meghan Abella-Bowen, Associate Dean for New Bedford Campus; B.S., California State Polytechnic University; M.S., Texas A&M University
Catherine Adamowicz, Professor and Department Chair of English and the Humanities and Faculty Coordinator of Elementary Education; B.A., University of Massachusetts Dartmouth; M.A., Northeastern University; Ph.D., University of Rhode Island
Ethan Adler, Adjunct Instructor of Gerontology; B.A., University of Rhode Island; M.Ed., Rhode Island College
Gabriela Adler, Adjunct Instructor in English; B.A., Sir George Williams University; M.L.S., McGill University; M.A., Ph.D., University of Rhode Island
Kimberly Aguilar, Clinical Instructor in Nursing; B.S.N., University of Massachusetts Dartmouth
Carmen Aguilar, Dean of The Center and Non-Credit Services; B.S., Instituto Tecnológico de Morelia; M.S., Instituto Tecnológico y Estudios Superiores de Monterrey
Lara Akinyemi, Special Programs Coordinator; B.A., Bernard M. Baruch College; M.A., Long Island University; M.S., Wheelock College
Raid Albattah, Assistant Professor of Life Sciences; B.S., Jordan University of Science and Technology; M.S., Ph.D., University of Massachusetts Lowell
Charles Albrecht, Adjunct Instructor of Communications; B.A., University of South Carolina; M.A., University of Rhode Island
Heather Albritton, Adjunct Instructor in Computer Information Systems; M.Ed., Bridgewater State College
Autumn Alden, Associate Professor of Mathematics, B.S., University of Massachusetts Amherst; M.Ed., University of California Los Angeles; M.S., Salem State University
Laura Alicea, Associate Registrar; B.A., University of Massachusetts Boston
Addis Alemsehay-Ackah, EDP Entry Operator III; B.S., Bridgewater State College
David Milton Allen, Dean of Financial Aid and Technology and Adjunct Instructor in Economics and Computer Information Systems; B.S., Salem State College; M.B.A., University of Massachusetts Dartmouth
Carlos Almeida, Associate Professor of Portuguese and Director of LusoCentro; B.A., University of Massachusetts Dartmouth
Kristin Almeida, Staff Associate; B.S., Bridgewater State College; M.Ed., Eastern Nazarene College
Elizabeth Alvarez, Adjunct Instructor in Art; B.F.A., University of Massachusetts Dartmouth; M.F.A., Rhode Island School of Design
Arlene Alves, R.D.H., Adjunct Instructor in Dental Hygiene; A.S., Bristol Community College; B.A., University of Massachusetts
Stephen J. Alves, RN, Department Chair and Assistant Professor in Nursing; A.D.N., Bristol Community College; B.S.N., Southeastern Massachusetts University; M.S.N., University of Massachusetts Dartmouth
Angela Amaral, Adjunct Instructor in Art; A.A., Bristol Community College; B.F.A., University of Massachusetts Dartmouth
Juliet Amaral, Adjunct Instructor in Biology; B.S., Bridgewater State College; M.S., Lesley College
Lois Amaral, Clerk III; A.A., Bristol Community College
Tracy Amaral-Tracey, Adjunct Instructor of English; B.A., Saint Anselm College; M.A., Bridgewater State College
Ravitha Amarasingham, Department Chair and Professor of Early Childhood Education and Child Care; B.S., APA University; M.S., Wheelock College; Ed.D., Boston University School of Education
Odete Amarelo, Adjunct Instructor of Portuguese; B.A., Boston University; M.A.T., Lesley University; Ph.D., Boston University
Anthony Amore, Adjunct Instructor in English; B.A., Rhode Island College; M.A., University of Rhode Island
Christina Amore, Adjunct Instructor of Criminal Justice; B.A., Rhode Island College; M.S., University of New Haven
Carl Anctil, Director of Facilities; 2nd Class Fireman’s Licenses-Massachusetts and Rhode Island; Class 2-B Hoisting Engineer License, Certified in Management and Auto-Cad, Bristol Community College; Buildings Operations Certificate Level I & II
Debra Anderson, Professor of English; B.A., Boston College; M.A., Salem State College
Andrea Andrade, Adjunct Instructor in Reading; B.A., Penn State University; M.A., University of Pittsburgh
Deborah Andrade, Adjunct Instructor in Psychology; B.A., Southeastern Massachusetts University; M.A., Rhode Island College
Denise Andrade, Adjunct Instructor in Healthcare Information Technology; B.S., M.B.A., Providence College
Richard Andrade, Storekeeper III
Christen Antonio, Administrative Assistant I; A.S., Bristol Community College
Jill Apierno, LMHC, Mental Health Counselor (part time); B.S., Roger Williams University; M.A., University of Massachusetts Dartmouth
Michael Aprea, Adjunct Instructor in Engineering; B.S., M.S., Northeastern University; C.A.G.S., Harvard University
Chad Argotsinger, Interim Chief of Staff, Academic Affairs; B.S., University of Vermont; M.A., Bowling Green State University
James Armstrong, Jr., Staff Associate for ITS; A.S., Bristol Community College; B.S., New England Institute of Technology
Shelly Armstrong, Administrative Secretary I; A.A., Bristol Community College; B.S., University of Massachusetts Dartmouth
Dawn Arruda, Clerk IV; A.S., Bristol Community College
Janelle Arruda, Professor of Computer Information Systems; A.S., Bristol Community College; B.S., Roger Williams College; M.C.Ed., Lesley College
Stacy Arruda, Adjunct Instructor in Office Administration; A.S., Bristol Community College; B.A., Eastern Nazarene; M.B.A., University of Phoenix
Elizabeth Ashley, Adjunct Instructor in Art; B.A., North Adams State College; M.A.E., University of Massachusetts Dartmouth
Kate Ashworth, EDP III (part time); A.A., Bristol Community College
Engin Atasay, Associate Professor of Education; B.A., Eastern Mediterranean University; M.A., San Diego State University; Ph.D., University of Utah
Maryellen Atkins, Assistant Professor of Art in Design/Digital Media; B.A., Stonehill College; M.F.A., New York University
Colleen Avedikian, Professor of Sociology; B.A., Emmanuel College; M.A., Northeastern University; Ph.D., University of Massachusetts Dartmouth
Daniel Avedikian, Department Chair and Professor of Mathematics; B.S., Worcester State College; M.S., University of Connecticut
Carlos Avila, Senior Admissions Counselor; B.A., Springfield College; M.S., Massachusetts Maritime Academy
Jane Newbert Avila, Adjunct Instructor in Early Childhood and Psychology; B.A., M.A., Eastern Nazarene College
Donna Ayala, RN, Associate Professor of Nursing; B.S.N., University of Dartmouth; M.S.N., E.D., University of Phoenix
Debra Bacon, Learning Specialist New Bedford (part time) and Adjunct Instructor in Psychology; B.A., Rhode Island College; M.Ed., Cambridge College
Estelle Banks, Staff Associate (part time); A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth
Dawn Banville, Administrative Assistant II
Laura Banville-Field, Special Programs Coordinator - Financial Aid; A.A., Bristol Community College; B.A., Stonehill College; M.A., Bridgewater State University
Janice Baptist, Adjunct Instructor in Reading and College Success Strategies, A.A., Bristol Community College; B.A., Southeastern Massachusetts University; M.Ed., Cambridge College
Bette Barbosa, Assistant Director of Student Support Services; A.A., Bristol Community College; B.A., Bridgewater State University; M.S., Simmons College
David Barnes, Adjunct Instructor in Art; B.F.A., University of New Hampshire; M.F.A., University of Massachusetts Dartmouth
Ann-Marie Barone, RHIA, LPN; Adjunct Instructor in Healthcare Information Technology; A.S., Community College of Rhode Island; B.S., Roger Williams University
Ronnette Barros, Clerk IV; A.S., Bristol Community College
Jacqueline Barry, Professor in Reading; B.S., Daniel Webster College; MATC-ESL, Rhode Island College; M.B.A., University of Rhode Island
Sandra Bartolo, Esq., Accountant V (part time); B.S., University of Massachusetts Dartmouth; J.D., Southern New England School of Law
Rosario Basay, Associate Professor of Economics; B.A., Pontifical Catholic University; M.A., Ph.D., Vanderbilt University
Priscilla Bates, Adjunct Instructor in Philosophy and Humanities; B.A., Southeastern Massachusetts University; M.Div., Harvard Divinity School; D.Min., Episcopal Divinity School
Erik Baumann, Director of K-12 and Postsecondary Linkages, B.A., Providence College; M.A., Boston College
Barbara Beaudry, Staff Assistant (part time)
Constance Bebis, Adjunct Instructor in Biology; B.S., Boston College; M.Ed., Bridgewater State College
Dana Behuniak, Academic Counselor; B.A., University of Connecticut; M.S., University of Rhode Island
Kim Bella, Adjunct Instructor of Psychology and Sociology; B.S., University of Wyoming; M.A., Goddard, Ph.D., California Institute of Integral Studies
April Bellaflore, Dean of eLearning and Adjunct Instructor in Computer Information Systems; B.A., University of New Hampshire; M.S., Antioch University New England
Michael Bensink, Dean of Counseling and Health Services; B.A., Thiel College; M.A., Salve Regina University
Nancy Benson, Assistant Professor in English; B.A., M.A., University of Massachusetts Dartmouth; Ph.D., University of Rhode Island
Jo Ann Bentley, Director of Design and Construction; A.S., Bristol Community College; B.A., B.F.A., Rhode Island of Design
Rebecca Benya-Soderbom, Associate Professor of History; B.A., Bridgewater State College; M.A., Providence College
William Berardi, Dean of Business and Information Management, Director of the Academic Center for Entrepreneurship, and Associate Professor of Business Administration; B.S., University of Massachusetts Boston; M.S., Cambridge College
Lisa Bergson, Adjunct Instructor in Communication; B.A., Stonehill College; M.A., Seton Hall University
Kristie Bernier, Library Assistant I (part time)
Lynne Bernier, Senior Admissions Counselor; A.A., Bristol Community College; B.A., Wellesley College; M.A., Lesley University
Janet Berube, Adjunct Instructor in Business Administration; M.B.A., University of Massachusetts Dartmouth
David Bessette, Assistant Professor of Criminal Justice; B.S., Bryant University; M.S., Salve Regina University
Ernie Bettencourt, Women’s Head Soccer Coach (part-time); B.A., University of Massachusetts Dartmouth

E. Jon Bjornson, Associate Professor of Hospitality and Casino Management; B.S., University of Wisconsin; M.S., Farleigh Dickinson University
Kathryn Bjorge, Adjunct Instructor in College Success Strategies; B.S., Portland State University
Giriraj Bhattacharai, Associate Professor of Mathematics; B.S., M.S., Tribhuvan University; Ph.D., The University of Toledo
Robert Billington, Adjunct Instructor in Business Administration; B.S., B.S., M.B.A., Ed.D., Johnson & Wales University
Joan Londen Black, Adjunct Instructor in Early Childhood Education; B.S., M.S., New York State College
Phoebe Blackburn, Adjunct Instructor in Business Administration; B.A., University of Massachusetts Dartmouth; M.B.A., Bentley College
Christopher Boardman, Staff Associate - College Communications for Web Content; B.A., University of Massachusetts Dartmouth
Angela Boffi, Special Programs Coordinator for Taunton ABE Program; B.A., University of Rhode Island; M.A., University of Massachusetts Dartmouth
James Bohn, Adjunct Instructor in Theatre; M.M., University of Illinois
Susan Boissoneault, Dean of Disability Services; B.A., Southeastern Massachusetts University; M.Ed., Bridgewater State College
Judith Bolandz, Special Programs Coordinator (part time); B.A., Boston College; M.Ed., Boston University
Laura Bomback, Adjunct Instructor in Biology; A.A., Bristol Community College; B.S., D.C., Palmer College of Chiropractic
Louis Borges, Electrician (part time)
Sandra Boscoe, Buyer II (part time); A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth
Aaron Botelho, Adjunct Instructor of History; B.A., Bridgewater State College; M.A., University of Toronto
Carmen Botelho, Director of Taunton Adult Basic Education; B.A., University of Massachusetts Dartmouth
Janice Botelho, Clerk IV; A.A., Bristol Community College
Jayme Botelho, EDP Entry Operator II (part time); A.S., Bristol Community College; B.A. Eastern Nazarene College
Sidnalva Botelho, Maintainer I
Michael Boudria, Adjunct Instructor in Reading, ESL and the Humanities; B.S.W., Bridgewater State College; M.A., Salve Regina University
Theodore Boudria, Adjunct Instructor in Psychology; B.A., University of Massachusetts Dartmouth; M.A., Providence College
Jennifer Boulay, Acting Dean, Lash Center for Teaching and Learning and Adjunct Instructor of Psychology; A.A., Bristol Community College; A.B., M.P.A., Brown University
Adrien Bourassa, Adjunct Instructor of Psychology; B.S., University of Massachusetts Dartmouth; M.Ed., Rhode Island College
Phyllis Bourassa, Adjunct Instructor in Reading; B.A., Salve Regina College; M.Ed., Rhode Island College
Richard Boyer, Jr., Electrician II; A.S., Johnson & Wales
Meredith Brady, Staff Associate - Student Support Services/QUEST Program (part-time)
Kathleen Braga, Special Programs Coordinator TASC New Bedford (part time); B.A., Southeastern Massachusetts University; M.A., Rhode Island College
Joyce Brennan, Vice President of Communications; B.S., Northeastern University
Rylan Brenner, Adjunct Instructor of Theatre; B.A., Herbert H. Lehman College (CUNY); M.F.A., Brown University
David Brewer, Maintainer I
Helena Brewer, Library Assistant (part time)
Joshua Brewer, Maintainer I; A.A., Bristol Community College
Kimberly Broderick, RDH, Adjunct Instructor in Dental Hygiene; A.A.S. Community College of Rhode Island; B.S., M.A., University of Rhode Island
Lynne A. Brodeur, Dean for Health Sciences; B.S., M.A.T., University of Massachusetts, Dartmouth
James Brosnan, Adjunct Instructor of English; B.A., Southeastern Massachusetts University; M.Ed., Bridgewater State College; Ph.D., Boston College
Robert Brough, Adjunct Instructor of Economics; B.A., University of Massachusetts Dartmouth; M.Ed., University of Maryland; M.B.A., C.A.G.S., Bridgewater State College
Emily Brown, Acting Director of Library Services; B.A., M.L.S., University of Pittsburgh
Susan Brown, Adjunct Instructor in Sign Language; B.S., Boston University; M.Ed., Western Maryland College
Suzanne Buglione, Interim Vice President for Academic Affairs; B.S., M.Ed., Worcester State College; Ed.D., University of Massachusetts Boston
Sharon Brunelle, Accountant I
Kathleen Burns, Director of Student Life; M.Ed., Cambridge College
Tamia Burt, Adjunct Instructor in English; B.A., Bowling Green State University; M.A., University of Massachusetts Dartmouth
Edmund T. Cabellon, Vice President of Student Services and Enrollment Management; B.A., Stonehill College; M.S., Central Connecticut State University; Ed.D., Johnson and Wales University
Debra L. Cabral, RDH, Adjunct Instructor in Dental Hygiene; B.S., University of Rhode Island
Frank Cabral, Adjunct Instructor in Mathematics; B.S., M.A.T., University of Massachusetts Dartmouth
Gloria Cabral, Professor of Baking and Pastry Arts; A.S., Bristol Community College; B.S., Johnson & Wales University; M.Ed., Cambridge College
Stephen Cabral, Adjunct Instructor in Sociology; B.A., University of Massachusetts; M.A., Ph.D., Brown University
Timothy Cabral, Special Programs Coordinator; B.A., University of Massachusetts Dartmouth
Barbara Cadina, Clerk IV; A.S., Bristol Community College
Vincent Calenda, Adjunct Instructor in Fire Science; A.S., Bristol Community College; B.A., Rhode Island College
Suzette Calvin, Library Assistant I (part time) - Attleboro
Pauline Camara, Adjunct Instructor in Computer Information Systems and Office Administration; A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth; M.S., Bridgewater State College; Ph.D., Northeastern University
William Camara, Adjunct Instructor in Business Administration; J.D., St. John’s University School of Law
Monica Campos, Library Assistant I (part time)
Robert Canuel, Adjunct Instructor in Psychology; B.S., B.A., M.B.A., Southeastern Massachusetts University; M.A., Assumption College
Karim Capobianco, LICSW, Adjunct Instructor of Psychology and Sociology; B.A., Clark University; M.S.W., Boston University
Joseph A. Capone, CPA, Fiscal Services (part time); B.S., U.C.L.A., M.S., Columbia University; M.S., Bryant College
Melissa Carberry, Accountant I; A.S., Bristol Community College
Melissa Cardelli, Professor of Early Childhood Education; B.A., University of Massachusetts Dartmouth; M.Ed., Wheelock College
Renee Cardinal, RN, Associate Professor of Nursing; B.S.N., University of Massachusetts Dartmouth; M.S., Northeastern University
Lawrence Carlesi, Assistant Men’s Basketball Coach (part time); B.S., University of Massachusetts; M.Ed., Fitchburg State
Ralph Carlini, Adjunct Instructor of Psychology; B.A., Roger Williams University; M.A., Goddard College; C.A.G.S., Anna Maria College; Psy.D., Heed University
Laura Carlson, Director of Event Scheduling; A.S., Bristol Community College; B.A., M.A.T., Bridgewater State College; Massachusetts Applicator Pesticide License; M.A., Bridgewater State University
Mark Carmody, Associate Vice President of Administration and Facilities; A.S., Williamsport Area Community College; B.S., Mansfield University; M.B.A., Troy State University; Ed.D., Nova Southeastern University
Robert Caron, Adjunct Instructor in Biology; A.A., Bristol Community College; B.S., Southeastern Massachusetts University; M.A., Bridgewater State College
Keith Carreiro, Attleboro Advisor and Adjunct Instructor in English, Philosophy, and the Humanities and College Success Seminar; B.A., University of Maine at Orono; Ed.M., Ed.D., Harvard Graduate School of Education
Laura Carreiro, Process Improvement Specialist - Human Resources; B.S., Bridgewater State University; M.S., Northeastern University
Douglas Carrier, Technical Assistant II; A.S., Bristol Community College
Mary Cass, Associate Professor of Engineering
Technology and Director of the CIM Program; B.S., Roger Williams University, B.S., University of Massachusetts Dartmouth; M.S., Tufts University Graduate School
Kathleen Castro, Adjunct Instructor in English; B.A., M.A., University of Massachusetts Dartmouth
Evant Cudial, Library Assistant (part time) - Fall River
Hilary Cavanaugh, Adjunct Instructor in English; B.A., M.A., Wayne State University; Ph.D., University of Nebraska
Pamela Chadwick, Administrative Assistant II; A.S., Bristol Community College
Suzanne Chadwick, Adjunct Instructor of Criminal Justice; A.S., Bristol Community College; B.S., Roger Williams University; M.S., Salve Regina University
Meredith Chapman, Adjunct Instructor in English (part time); B.A., Hunter College; M.A., University of Rhode Island
Stacie Charboneau Hess, Adjunct Instructor in English; M.A., Middlebury College
Deborah Charette, Adjunct Instructor in English; B.A., Southeastern Massachusetts University; M.Ed., Bridgewater State College
Lorie Charren, Special Programs Coordinator - Adult Basic Education; B.S., Rhode Island College
Jason Chase, Adjunct Instructor in Art; B.A., Colorado University; M.F.A., Boston University
Stewart Cho, Adjunct Instructor in Business Administration; B.S. John Hopkins University; M.S., Rensselaer Polytechnic Institute; MBA, University of Maryland
Paul Chouinard, Adjunct Instructor in Psychology; M.S., University of Massachusetts Dartmouth
John Cicero, Adjunct Instructor in Human Services and Sociology; B.A., Rhode Island College; M.S.W., Virginia Commonwealth University
Scott Ciosek, Adjunct Instructor in Humanities and Philosophy; A.A., Bristol Community College, B.A., University of Massachusetts Dartmouth; M.Div., St. John Seminary
Joanne Clancy, RDH, Professor of Dental Hygiene; A.S., Forsyth School for Dental Hygienists; B.S., University of Massachusetts; M.P.A., Northeastern University
Gloria Clark, COTA/L, Site Coordinator Occupational Therapy Assistant; A.S., Bristol Community College; B.S., Wheelock College; M.Ed., Harvard University
Rebecca J. Clarke, Adjunct Instructor of Human Services; B.S.W., Harding University; M.S.W., West Virginia University
Rodney S. Clark, Dean of Attleboro and Taunton Campuses and Adjunct Instructor in Business Administration; M.Ed., Cambridge College
Bliss Clemmer, Admissions Counselor (part-time); B.F.A., M.F.A., University of Massachusetts Dartmouth
Patricia Clermont, MT (ASCP), Lab Assistant in Clinical Laboratory Science (part time)
Laura Clifford, OTR/L, Adjunct Instructor of Occupational Therapy; B.S., M.O.T., Worcester State University
Tracy Clifford, Accountant IV - Payroll; B.A., Gettysburg College
Shelley Coelho, Adjunct Instructor in Business Administration; B.A., North Carolina Wesleyan College; J.D., North Carolina Central University School of Law; LL.M., University of Florida
Debra Cohen, Dean of Academic Advising; B.A., M.S., University of Rhode Island; Ed.D., Johnson and Wales University
Pamela Colaneri, RDH, Assistant Professor in Dental Hygiene; A.S., Bristol Community College; B.S. M.S., University of Bridgeport
Pamela Cole, Adjunct Instructor of Humanities and History; B.A., Gordon College; M.B.A., Anna Maria College; M.Div., Gordon-Conwell Theological Seminary
Robert M. Coleman, Adjunct Instructor in Fire Science; A.S., Community College of Rhode Island; B.S., Roger Williams College
Marie Collazo-Rivera, Staff Associate; A.A., Bristol Community College
Francine Collignon, Adjunct Instructor in English; B.A., Salve Regina University; M.A., Boston College
Bonnie Wolfe Collins, RDH, Adjunct Instructor in Dental Hygiene; A.S., Forsyth School for Dental Hygienists; B.S.S.A., Florida International University
Arthur Comeau, Adjunct Instructor in Humanities and Philosophy; B.A., University of New Hampshire; M.Div., Hartford Theological Seminary; Ph.D., Evangelical Theological Seminary
Gregory Conroy, Adjunct Instructor in the Humanities; B.A., Saint Anselm College; M.A., New England Conservatory of Music
Jennifer Constant-Lavoie, Adjunct Instructor of English; B.A., University of Massachusetts Dartmouth; M.A., Bridgewater State College
Carol Constantine, RN, Nurse (part time); A.S.N., Bristol Community College; B.S.N., University of Massachusetts Dartmouth
James Constantine, Adjunct Instructor in Chemistry and Biology; B.S., M.S., State University of New York College at Oneonta
Joyce Contois, RN, Clinical Instructor in Nursing; A.S., Bristol Community College; B.S.N., University of Massachusetts Dartmouth
Jack Conway, Adjunct Instructor in English and Reading; A.A., Bristol Community College; B.A., Roger Williams University; M.A., Vermont College
Raeshelle Cooke, Library Assistant I (part time)
Catherine Cope, Adjunct Instructor in Art; B.A., Mount Holyoke College; M.F.A., University of Massachusetts Dartmouth
Kathleen Copeland, Adjunct Instructor of Early Childhood Education; B.S., M.A., Rhode Island College
Genevie Copley, Lab Tech II (part time); A.A., Bristol Community College; B.A., Bridgewater State College
Naomi Cordell, Staff Associate and Attleboro Evening Coordinator (part time); B.A., Boston University

Vasco Cordeiro, Jr., Campus Police Officer I, Nationally Registered EMT Paramedic

Paul Correia, Adjunct Instructor in Human Services; Director of DDS Direct Support Certificate Program; B.A., Providence College; M.A., Assumption College

David Costa, OTR/L, Adjunct Instructor in Occupational Therapy; B.S., University of New England

Helene Costa, EDP Systems Analyst I; A.S., Bristol Community College

James Costa, Adjunct Instructor in Computer Information Systems; B.S., University of Massachusetts Dartmouth; M.Ed., Lesley College

Karen Costa, Administrative Secretary I

Madeleine Costa, Adjunct Instructor in Communication; B.A., Southeastern Massachusetts University; M.A., Bridgewater State College

Matthew Costa, Maintainer I (part time)

Richard Costa, Adjunct Instructor in English; B.A., Bridgewater State College; M.A., University of Massachusetts Dartmouth

Shelly A. Costa, Administrative Assistant I

Sharon Costa-Smith, Adjunct Instructor in Early Childhood Education; B.S., University of Massachusetts Dartmouth; M.S., Wheelock College

Paul Cote, Adjunct Instructor of Sociology & History; B.A., University of Massachusetts, Amherst; M.A.T., Bridgewater State College

Richard Cotter, Adjunct Instructor in Economics; B.S., Bryant University

Michael Coughlin, Adjunct Instructor in Human Services; B.S., Boston College; M.S., University of Massachusetts of Boston

Patricia Cousineau, Adjunct Instructor in Early Childhood Education; B.S., M.A., Rhode Island College

Lisa Cowen, Campus Police Dispatcher (part time)

Margaret Cox, Adjunct Instructor of English; B.A., Baruch College; M.A., Brooklyn College; Ph.D., Indiana University of Pennsylvania

Jeffrey Craig, Coordinator of Career Planning and Placement; A.S., Bristol Community College; B.S., Bridgewater State College; M.A., University of Massachusetts Boston

Marilyn Crane, Professor of Nursing (Pediatric and Maternal); A.D., Cape Cod Community College; B.S., Montana State University; M.S., University of Utah; D.N.P., Case Western Reserve University

Michael Crane, Adjunct Instructor in Mathematics; B.S., University of Massachusetts; M.S., Rhode Island College; Ph.D., Walden University

Rebecca Crawford, EDP Entry Operator III (part time)

George Crook, Adjunct Instructor in Physics; B.S., University of Massachusetts Dartmouth; M.A.T., Bridgewater State College

Eileen Cruz, Adult Basic Education Program Director, Fall River; B.A., Wheaton College

Margaret Curro, Adjunct Instructor in Geography and Cooperative Education; B.A., Bridgewater State College; M.A., Salve Regina University

Maurice Cyr, Staff Associate for Civic Engagement (part time); A.A., Bristol Community College

Honorable DaCosta, Instructional Media Specialist; A.S.E.E., Wentworth Institute

Deborah Dahl, LPN, Adjunct Instructor in Health; B.S., Bridgewater State University; M.B.A., University of Massachusetts Boston

Sarah Daigle-Demers, LMT, Adjunct Instructor; A.S., Fisher Community College; B.A., University of Massachusetts Dartmouth

Helen Dandurand, Accountant IV; B.S., University of Massachusetts Dartmouth

Joseph P. da Silva; Adjunct Instructor in Engineering; B.S., University of Massachusetts Amherst; M.S., University of Rhode Island

Jose DaSilva, Maintainer I

Donna Davis, Acting Registrar; B.S., Bridgewater State College

Lisa Dawn, Adjunct Instructor in English; B.A., University of California; M.A., Northeastern University

Maria Alice DeAquino, Adjunct Instructor in Portuguese; B.A., University of Massachusetts Dartmouth; M.A., Brown University

Irene DeAmaral, Adjunct Instructor in Portuguese; M.Ed., University of Azores

Jenna DeBortoli, Senior Admissions Counselor and Adjunct Instructor in College Success Seminar; B.S., Fairfield University; M.Ed., Bridgewater State University

Jillian DeCosta, Assistant Professor of Reading; B.S., East Carolina University; M.A., Columbia University

Susan DeCoste, Staff Assistant (part time); B.S., University of Massachusetts Dartmouth

Andrew DeFarias, Adjunct Instructor in Psychology; B.A., Barrington College; M.Ed., Bridgewater State College

Jennifer Dekkers-Mitchell, Assistant Professor of Business Administration; B.A., Heerlen University, Netherlands; M.S., Eastern Nazarene College

Robert Delaloeu, Acting Director of Multicultural Student Center and Head Men’s Basketball Coach (part time); A.S., Dean College; B.A., Wheaton College

Lisa Delano-Botelho, Associate Professor of Psychology; B.A., M.A., University of Massachusetts Dartmouth

Rosemary DeMello, EDP Entry Operator IV; A.S., Bristol Community College

Patricia Demeo, RN, Health Services (part time); B.S.N., Boston College School of Nursing

Deborah Dennis, Adjunct Instructor in Dance; B.F.A., New York University; M.F.A., Vermont College

Rita DeOliveira, Associate Professor of Psychology; B.A., M.A., University of Massachusetts Dartmouth; Ed.D., American International College

Shaylene DePina, Acting Academic Coordinator of Teaching and Learning; A.S., Bristol Community College; B.S., Bellevue University; M.B.A., Fitchburg State
Stefanie Deprey, Coordinator of Transfer Affairs and Articulation; B.A., M.S., Southern New Hampshire University

Beverly Dery, COTA/L, Technical Assistant II (part time); A.S., Bristol Community College

Joseph DeSa, Director of Buildings and Grounds Operation; Class A, CDL and Class 2B Hoisting Engineer License; Pesticide Applicator License

Ralph Desjardins, Campus Police Officer I

Stephanie DesRosches, Clinical Instructor in Nursing; B.S.N., University of Rhode Island; M.S.N., Western Governors University

Kayla Desrosiers, Technical Assistant I

Lillian Desrosiers, Librarian II (part time); A.A., Bristol Community College

Nancy-Lee Devane, Professor of Psychology; B.A., M.A., Rhode Island College

Eileen Diggell, Adjunct Instructor in Mathematics; B.S., University of Massachusetts Amherst; M.S., Boston College

Denise DiMarzio, Professor of English; B.A., Rhode Island College; M.A., University of Connecticut; C.A.G.S., Salve Regina University

Winifred Dimock, Adjunct Instructor in English; A.B., Gorden College; M.A., University of Massachusetts Dartmouth

Carolyn DiPasquale, Adjunct Instructor in English; A.B., University of Wisconsin; M.A., University of Rhode Island

Carmella Dixon, Staff Associate (part time); A.S., Bristol Community College

Brooke Doherty, Adjunct Instructor in Art; B.A., B.F.A., University of Oklahoma; M.F.A., University of Massachusetts Dartmouth

David Dougher, Adjunct Instructor in Computer Information Systems; B.A., Syracuse University

Denise Donatelli, Coordinator of GNBRVTHS and New Bedford Evening Weekend Programs (part-time) and Adjunct Instructor in Art; B.F.A., M.F.A., Rhode Island School of Design

Ann Marie Donnelly, Adjunct Instructor in ESL; B.A., M.Ed., Rhode Island College

Amanda Donovan, Director of Grant Development; B.A., University of Massachusetts Dartmouth; M.P.A., Bridgewater State University

Elizabeth Dooher, Adjunct Instructor in Art; B.A., College of Wooster; M.F.A., University of Massachusetts Dartmouth

Ely Dorsey, Adjunct Instructor in Mathematics, Astronomy and Physics; Ph.D., Old Dominion University

Andrew Downing, EDP Systems Analyst II; A.S., Bristol Community College

Laura Douglas, President; B.A., University of Southern Maine; M.A., School for International Training; M.A., Ph.D., University of Michigan

Kathleen D. Driscoll, Adjunct Instructor in Reading and English; B.A., University of Connecticut; M.Ed., American International College

G. Daissy Duffy, Adjunct Instructor in Spanish; Bachelor of Law, Universidad La Gran Columbia; M.Ed., Cambridge College

Aimee Dufresne, Adjunct Instructor in Biology; B.S., Sacred Heart University; M.S., Ph.D., Brown University

Zachary Dumas, Data and Marketing Associate (part time); A.S., FullSail University

Joseph Dumais, Maintainer I

Michelle Dumais, Staff Assistant Television Production Services; B.A., Marist College

Eileen Dunleavy, Adjunct Instructor of Human Services; B.S., Boston State College; M.A., Assumption College; M.S.W., Rhode Island College

Marc Dunn, Maintainer I

Johanna Duponte-Williams, OTR/L, Department Chair and Professor of Occupational Therapy; B.S.O.T., University of Toronto; M.S., Salve Regina University; Ed.D., University of Massachusetts Boston

Erik Durant, Coordinator and Professor in Fine Arts; B.A., Southern Connecticut State University; M.F.A., University of Massachusetts Dartmouth

Christopher Durocher, Adjunct Instructor in Art; B.F.A., University of Windsor; M.F.A., Cranbrook Academy of Art

Charles Dwyer, Adjunct Instructor in Art; B.A., Rhode Island School of Design; M.F.A., Boston University

Deborah Dziedzic, Compensation and Benefits Administrator; A.A., Bristol Community College; B.S., Roger Williams University

John Eagan, Adjunct Instructor of Communication; B.A., University of Massachusetts Amherst; M.S., Boston University

Lara Eid, Adjunct Instructor in Computer Information Systems; B.S., American University of Beirut; M.S., University of Massachusetts Dartmouth

Shawn G. Elliott, Staff Assistant; A.A., Bristol Community College; B.A., Rhode Island College

James Emond, Reference Librarian; B.A., University of New Hampshire; M.T.S., Boston University; M.A., Providence College, M.L.I.S., University of Rhode Island

Jennifer Erilus, Senior Special Programs Coordinator - Pathways; B.A., Rhode Island College; M.S., California Southern University

Mitchell Estaphan, Adjunct Instructor in Psychology and Sociology; B.A., St. Anselm College; M.S., C.A.G.S., Assumption College

Janice Estes, Clerk IV (part-time); A.S., Fisher College

Ralph Ezovski, Adjunct Instructor in Criminal Justice; B.S., Roger Williams College; J.D., New England School of Law

Fred Faria, Adjunct Instructor in Culinary Arts; M.S., Johnson & Wales University

Kellie Fassbender, Learning Specialist - QUEST Writing Lab; B.A., Alfred University; M.A., Binghamton University
David Feeney, Assistant Professor of Economics and Social Science (part time); B.A., Assumption College; M.A., Boston University

Caroline Felix, Weekend Coordinator for the New Bedford Campus; B.A., Ramapo College of New Jersey; M.A., Claremont Graduate University

Donna Fernandes, Adjunct Instructor in Biology; B.S., University of Massachusetts Amherst; M.A., Bridgewater State College

Joyce Fernandes, Professor of Speech; B.A., M.Ed., Bridgewater State College

Marjorie Fernandes, Clerk IV - Enrollment Center; A.S., Bristol Community College

Michael Fernandes, Adjunct Instructor in Mathematics; B.S., Bridgewater State College, M.S.T., University of New Hampshire

Becky Ferraz, EDP Systems Analyst III

Silvino Ferreira, Associate Professor of Computer Information System; B.A., Stonehill College; M.A. University of Massachusetts Dartmouth

Rose Ferro, Associate Professor of Computer Information Systems; B.S., M.B.A., University of Massachusetts Dartmouth

Margaret (Holly) FitzGerald, Cooperative Education Advisor (part time) and Adjunct Instructor in Cooperative Education; B.A., Lake Erie College; M.Ed., Suffolk University

Paul Fletcher, Professor Emeritus of English and the Humanities; A.B., Providence College; M.A.T., Brown University

Beverly Flanagan, Clerk I (part time)

Jill Flanigan, Adjunct Instructor of Health Information Management and Medical Coding; B.G.S., University of Connecticut; M.L.S., Southern Connecticut State University; M.S., Southern New Hampshire University

Deborah Fontana, Grant Coordinator and Instructor for the Center (part time); B.S., Northeastern University

Diane Forand, Instructional Media Specialist; A.S., Bristol Community College; M.Ed., University of Massachusetts Boston

Robert Forbes, Adjunct Instructor in English; B.A., Tufts University; M.Ed., Bridgewater State College

Lucille Force, RN, Adjunct Instructor in Nursing; L.P.N., Community College of Rhode Island; B.S.N., Roger Williams University; M.S., Salve Regina University

Susan Forman, Adjunct Instructor in English; A.A., Fisher College; B.A., University of Rhode Island; M.A., Rhode Island College

John Fornoff, Publications Specialist; B.S., University of Michigan

Andrea Fortier, Associate Director for Marketing, College Communications; B.S., Bryant University

Adrienne Foster, Professor of Biology; B.S., North Carolina Agricultural and Technical State University; Ph.D., Purdue University

Joan Fournier, Staff Assistant, Taunton Adult Basic Education (part time); B.A., Roger Williams College; M.A., Boston College

Jonathan Francis, Adjunct Instructor in Biology; B.A., Kalamazoo College; Ph.D., University of Maryland at Baltimore

Scott Francis, Assistant Director of Academic Technology Support Services; A.A., A.S., Bristol Community College; B.S., Johnson & Wales University

Brian Franco, Accountant III; A.A., Bristol Community College

Bruce Frazer, Adjunct Instructor in Psychology; B.A., University of Massachusetts Dartmouth; M.A., Lesley College

Steven Frechette, Acting Information Security Officer; B.S., MBA, University of Massachusetts Dartmouth

Richard Freeman, Adjunct Instructor in Economics; B.S., University of Massachusetts Dartmouth; M.B.A., Suffolk University

Kellie Freitas, Library Assistant I (part time)

Elizabeth Kemper French, Associate Professor of English; B.A., University of Pittsburgh; M.F.A., Emerson College

Melissa Freitas, Adjunct Instructor in English; B.A., University of Massachusetts Dartmouth; M.A., Bridgewater State College

Alyssa Frezza, Academic Coordinator - New Bedford Campus; B.A., University of Rhode Island; M.B.A., Ed.D., Johnson and Wales University

Elaine Froelich, Adjunct Instructor of Art; B.F.A., M.F.A., Mass College of Art

Tracy Furtado, Adjunct Instructor in Computer Information Systems; B.S., University of Massachusetts Dartmouth; M.S., Goddard College

Rhonda Gabovitch, Vice President of Institutional Research, Planning, and Assessment; B.A., University of Massachusetts Boston; M.U.A., Boston University; Ed.D., University of Massachusetts Boston

Prashanth Galisukumar, Adjunct Instructor in Computer Information Systems; B.S., University of Madras; M.S., University of Rhode Island

Kevin A. Gallagher, Adjunct Instructor in Fire Science; A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth

Robin Gallant, Clerk IV; A.S., Bristol Community College

Brian Gamboa, Adjunct Instructor of Psychology; B.A., University of Massachusetts Dartmouth; M.Ed., Providence College

Benjamin Gammell, Staff Associate - Video Production; A.S., B.S., New England Institute of Technology

Alan Garcia, Adjunct Instructor in Criminal Justice; A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.S., Northeastern University; M.S.W., Salem State University

Renata Garcia, Clerk IV; A.S., Bristol Community College

Mario Garcia-Rios, Professor of Biochemistry; B.S., Instituto Tecnologico y de Estudios Superiores de Monterrey; Ph.D., Purdue University
**Doreen Gardner**, Learning Specialist, Attleboro Campus (part-time); B.A., University of Rhode Island; M.Ed., Rhode Island College  
**Kevin J. Garganta**, Coordinator and Professor of Human Services; B.A., University of Massachusetts Amherst; M.S.W., Boston College Graduate School of Social Work; Ed.M., Harvard University  
**Terry Gaspard**, Adjunct Instructor in Psychology; B.A., M.A., University of Massachusetts Dartmouth  
**Dolores Gatley**, Adjunct Instructor; B.A., Stonehill College; M.Ed., Bridgewater State University  
**Joni Gaudiello**, Adjunct Instructor of Speech; B.A., M.A., Bridgewater State College  
**Paul Gay**, Adjunct Instructor in Engineering Technology; B.A., University of Massachusetts Dartmouth; M.S., Brown University; J.D., New England School of Law  
**Michael Geary**, Associate Professor in English and British Literature; B.A., Iona College; M.A., Rhode Island College  
**Robert Geddes**, Senior Admissions Counselor - Attleboro/Taunton; B.A., Bridgewater State College; M.Ed., Suffolk University  
**Ian Gendreau**, Adjunct Instructor in Music; B.A., State University of New York at Geneseo; M.A., Tufts University  
**Cheryle Giberson**, American Sign Language Interpreter (part time); B.A., Bridgewater State University  
**Alan Gifford**, Adjunct Instructor in English; B.A., University of Massachusetts Dartmouth, M.A., Northeastern University; Ph.D., University of Massachusetts Amherst  
**Daniel Gilbarg**, Adjunct Instructor of Psychology and Sociology; B.A., Harvard College; M.Ed., Harvard Graduate School of Education; M.A., Rhode Island College; Ph.D., Northeastern University.  
**Karen Giglio**, Staff Associate (part time); A.S., Bristol Community College  
**Peter Gillen**, Adjunct Instructor in Philosophy; B.A., Villanova University; M.A., Colorado State University  
**Carol Ginsberg**, Special Programs Coordinator; B.A., Southeastern Massachusetts University; M.A., Bridgewater State College  
**Jeanne Girard**, Adjunct Instructor in Business Administration; B.A., Southern New Hampshire University; M.B.A., Fitchburg State University  
**Peter Glass**, Attleboro Advisor (part time); B.S., M.A., University of Connecticut; M.Ed., C.A.G.S., Bridgewater State College  
**Wayne Golen**, EDP Systems Analyst II; A.S., Bristol Community College; B.S., University of the State of New York  
**Ann Marie Gomes**, Laboratory Technician II and Adjunct Instructor in Biology; B.S., University of Miami  
**John Gonet**, D.C., Adjunct Instructor in Health; D.C., New York Chiropractic College  
**Adam Gonsalves**, Adjunct Instructor in Culinary Arts; A.S., Bristol Community College  
**Gordon Goodfellow**, Adjunct Instructor of History; B.A., M.A., Bridgewater State College  

**Andrew Goodman**, Men’s Assistant Soccer Coach (part-time); M.S., American International College  
**Raymond Gordon**, Adjunct Instructor in Psychology; B.A., M.A., Rhode Island College  
**Laura Gostin**, Adjunct Instructor in Communications; B.A., M.A., University of Rhode Island  
**Steven Goulet**, Director of Workforce Operations; B.S., University of Massachusetts Dartmouth  
**Constance Grab**, Adjunct Instructor of Art; B.F.A., Rochester Institute of Technology; M.F.A., University of Massachusetts Dartmouth  
**Michael Graca**, Adjunct Instructor in Communications; B.A., C.W., Post College; M.S., Syracuse University  
**Henry Grace**, ABE Staff Assistant (part time)  
**Joanne Gracia**, Grant Director (part time); B.A., Cardinal Cushing College; M.Ed., Boston State College  
**J. Thomas Grady**, Professor of English; B.A., M.A., University of San Diego  
**Deborah Gran-Palumbo**, L.M.H.C., Academic Counselor; B.A., Wheaton College; M.A., Lesley University  
**Margot Green**, Adjunct Instructor in English; B.A., M.A., Simmons College; M.A., University of Massachusetts Dartmouth  
**Robert Green**, Campus Police Officer I; A.S., Massasoit Community College  
**Geraldine Gregory**, Adjunct Instructor in Biology; B.S., University of Massachusetts Dartmouth; M.Ed., Lesley University  
**Kathleen Gregory**, Associate Professor of Nursing (Pediatric and Maternal); B.A., Bridgewater State College; B.S.N., M.S., University of Massachusetts Dartmouth  
**Cynthia Grew**, Learning Specialist (part time); A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth  
**Kimberly Griffith**, LMT; Adjunct Instructor Health; B.A., University of Massachusetts Dartmouth; M.A., Lesley University  
**Robert Griffiths**, EDP Systems Analyst II; A.S., Bristol Community College  
**Priscilla Grocer**, Department Chair and Professor of Computer Information Systems; A.B., Brown University; M.C.Ed., Lesley College  
**Farah Habib**, Associate Professor in English and Multicultural Literature; B.A., M.A., University of Rhode Island  
**Judith Hague**, Adjunct Instructor in English; B.A., Rhode Island College; M.A., Old Dominion University; M.Ed., Cambridge College  
**Sarah Hague**, ABE Staff Assistant (part time); B.S., Bridgewater State College; M.Ed., Rhode Island College  
**Cynthia Hahn**, Adjunct Instructor of Chemistry and Special Assistant for Academic Affairs (part time); B.S., Merrimack College; Ph.D., Brown University  
**Ann Halstead**, Typist II (part time), A.S., Bristol Community College
Nicole Hall, Instructor of Business Administration; B.S., M.B.A., Johnson & Wales University
Diane Hamel, Special Programs Coordinator (part time); B.S., University of Rhode Island
Melissa Hammond, Coordinator of Forensic Laboratory; B.S., University of Massachusetts Dartmouth; M.S., University of Maine; Ph.D., University of Massachusetts
Kathleen Hancock, Director of the Grimshaw-Gudewicz Art Gallery; B.F.A., Western Kentucky University; M.F.A., Pratt Institute
Karen Harb, Adjunct Instructor in Dental Hygiene and Pharmacy Technology; B.S., Massachusetts College of Pharmacy
Robert Hancock, ABE Technology Coordinator (part time); B.A., University of Massachusetts
Margaret Harrington, Grant Coordinator (part time); B.A., Southeastern Massachusetts University; M.A., University of Rhode Island; M.A., Regis College; Ed.D., Boston University
Heather Harrison, Director - Step Up to College/ABE Transitions; B.A., University of Massachusetts Dartmouth
Patricia Harvey, EDP III (part time); A.S., Bristol Community College; B.S., Bentley University
Kristin Haskell, RN, Clinical Instructor in Nursing; B.S.N., Quinnipiac University
Kristine Hastreiter, Adjunct Instructor in Culinary Arts; B.S., James Madison University; M.S., University of Wisconsin-Madison
Dennis Haworth, Adjunct Instructor in Astronomy and Computer Programming; B.S., Northeastern University; M.S., Lesley College
Dale Hayden, Director Adult Basic Education Attleboro; B.A., University of Massachusetts Dartmouth
Gina Heaney, Adjunct Instructor in Business Administration B.S., Bryan University; M.S., Bentley College
Nicole Heaney, Associate Professor and Director of Cooperative Education; B.S.W., University of Vermont; M.S.W., Boston University
David Henry, Professor in Mathematics; B.A., University of Michigan; M.P.A., Framingham State College; M.S., Salem State College
Kelli M. Hiller, M.S., CLS, Professor in Clinical Laboratory Science; B.S., University of Massachusetts Dartmouth; M.S., University of Rhode Island
J. Kirk Higham, Associate Professor in Mathematics; B.S., Framingham State College; M.S., University of Rhode Island
Troy Hines, Adjunct Instructor in Art; B.F.A., Virginia Commonwealth University; M.F.A., University of Massachusetts Dartmouth
Patricia Hiscock, Coordinator of Library Services/Cataloging; B.F.A., Southeastern Massachusetts University; M.L.S., University of Rhode Island
Steven Hobin, Adjunct Instructor in Culinary Arts; A.O.S., Culinary Institute of America
Jay Hobson, Adjunct Instructor in Business Administration; B.S., University of Massachusetts Amherst; M.B.A., Columbia University
Laura Hogan, Reference and Instruction Librarian; B.A., University of New Hampshire; M.S., Lesley University; MLS, University of Rhode Island
Mia Holland, Adjunct Instructor in Psychology; B.A., University Massachusetts Dartmouth; M.Ed., Bridgewater State College; Ed.D., Nova Southeastern University
Gladys Hom, CST, Adjunct Instructor in Central Sterile Processing; B.S., State University of New York at Fredonia; M.S., San Jose State University
Christine Homen, Adjunct Instructor in Psychology; LICSW, M.S.W., Boston College School of Social Work; B.A., University of Massachusetts Dartmouth
Peter Homen, Adjunct Instructor in History; B.A., Bridgewater State University; M.A., University of Rhode Island
Jane Horowiec, RDH, Adjunct Instructor in Dental Hygiene; A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth
Renée Horton, RDH, Adjunct Instructor in Dental Hygiene; B.S.D.H., University of North Carolina at Chapel Hill
Richard Horton, Adjunct Instructor in Engineering; B.F.A. Swain School of Design; B.F.A. Art Education, B.F.A. Visual Design, University of Massachusetts Dartmouth
Christine Houghton, Assistant Professor of Veterinary Health Care; A.A., Bristol Community College; B.S., Framingham State University; M.S., North Carolina A&T State University
Linda Howayek, Lab Technician, Writing Center (part time); A.A., Bristol Community College; B.S., University of Massachusetts
Kaitlyn Hughes, Academic Counselor - Career Services; B.A., Providence College; M.S., Northeastern University
JoEllen Hunt, Adjunct Instructor in Reading, English, and Study Skills; B.A., M.A., University of Rhode Island
James H. Ingles, Adjunct Instructor in Social Science and Special Assistant for Academic Affairs (part time); B.S., M.Ed., University of Florida
Richard Ironfield, Adjunct Instructor in History; B.A., M.A., Providence College
Carrie Irujo, Adjunct Instructor in Spanish and English; B.A., Framingham State College; M.A., University of Massachusetts Dartmouth; M.Ed., Augusta College
John Jameson, Adjunct Instructor in Art; B.F.A., University of Massachusetts Dartmouth; M.F.A., New York Academy of Art
Srinivasan Janakiraman, Library Assistant I (part time) - Fall River
Paul Jefferson, Director of Network and Client Services; Certificate, Wentworth Technical School; A.S., Dean College
Julie Jodoin-Krauzy, Coordinator of Disability Services - D/deaf Services; B.S., University of Massachusetts
Amherst; M.Ed., Boston University; M.A., Assumption
College
Marsha Jones, Administrative Assistant II; A.S., Bristol
Community College
Alexander Johnson, Clerk I (part time)
Matthew Johnson, Adjunct Instructor in Fire Science;
B.A., Roger Williams University; B.S., State University of
New York
Melanie Johnson, Librarian II; A.A., Bristol Community
College; B.A., University of Massachusetts Dartmouth;
M.L.S., Simmons College
Patricia Jorge, Special Programs Coordinator - Diversity
Nursing Scholars Program (part-time) and Adjunct
Instructor in Economics; B.S., University of Massachusetts
Dartmouth; M.B.A.; Ed.D., Johnson & Wales University
Dianne Joyce, Adjunct Instructor in Psychology; B.A.,
M.A., Bridgewater State College
Margaret C. Judge, Senior Academic Counselor; B.A.,
University of Massachusetts Dartmouth; M.Ed.,
Bridgewater State College
Donald Judson, Adjunct Instructor in English; B.A.,
University of Rhode Island; M.A., Bowling Green State
University, M.F.A., Brown University
John Kalian II, Adjunct Instructor in Business
Administration; B.S., Bryant College; M.B.A., Providence
College
Frederick Kalisz, Adjunct Instructor of Government;
B.S., Southeastern Massachusetts University; M.P.P.,
University of Massachusetts Dartmouth; Lp.D.,
Northeastern University
Arlene M. Kelly, Adjunct Instructor in LusoCentro; A.B.,
Vassar College; M.A., Ph.D., University of Florida
Michelle Kelly, Associate Professor of Psychology; A.S.,
Bristol Community College; B.A., M.A., University of
Massachusetts Dartmouth
William J. Kelly, Professor of English; B.A., Southeastern
Massachusetts University; M.A., Rhode Island College;
Ph.D., University of Rhode Island
Bonnie Kelley, Adjunct Instructor in Office
Administration; Diploma, Katherine Gibbs; B.S.,
Providence College
Carolyn Kelley, Adjunct Instructor in English; B.A.,
University of Massachusetts, M.A., University of New
Mexico
Carolyn Kenney, Coordinator of English College Success
Seminars (part time); B.A., Boston College; M.Ed., Lesley
University; M.A., Northwestern State University of
Louisiana
Cheryl Kenney, Job Placement Specialist (part time)
William Kenney, Adjunct Instructor in Business
Administration; J.D., Washington University School of
Law
Diane Kennedy, Adjunct Instructor in English; B.A.,
University of Rhode Island; M.A., Montclair University
Steven Kenyon, CPA, Vice President of Administration
and Finance; B.S., M.B.A., University of Massachusetts
Dartmouth
Igor Kholodov, Associate Professor in Computer
Information Systems; B.S., M.S., Lvov State University,
USSR
Jordan Khoury, Adjunct Instructor in Fire Science
Louis Khoury, Adjunct Instructor in Sociology; B.A.,
Providence College; M.A., University of Notre Dame
Donald Kilguss, Jr., Department Chair and Associate
Professor in History; B.A., Providence College; M.A.,
University of Rhode Island
Mary Kilroy, Adjunct Instructor in Early Childhood
Education; B.A., Emmanuel College; M.A., Brown
University; M.S., Wheelock College
Sarah Klyberg, Associate Dean, Academic Affairs; B.A.,
College of Wooster in Ohio; M.A., University of Texas at
Austin; Ph.D., Pennsylvania State University
Sarah G. Kocur, Academic Coordinator; A.A., A.S.,
Bristol Community College; B.A., University of
Massachusetts Dartmouth; M.S.M., Eastern Nazarene
College
Ann Koczera, Cooperative Education Advisor (part time)
and Adjunct Instructor in Cooperative Education; B.S.,
M.Ed., Bridgewater State College; C.A.G.S., Worcester
State College; Ed.D., Johnson and Wales University
Robert Koczwara, Adjunct Instructor in History and
Government; B.A., University of Massachusetts
Dartmouth; M.P.A., Suffolk University; M.A., Providence
College
Julius Kolawole, Adjunct Instructor in Mathematics;
B.E.E., City College New York City; M.S.E.E.,
Polytechnic University, M.B.A., Johnson & Wales
University
Susan Kramer, Adjunct Instructor in Psychology (part
time); B.A., Cardinal Cushing College; M.Ed.,
Bridgewater State College; Ed.M., Harvard University;
Ed.D., Boston University
Joyce Krystofolski, Adjunct Instructor in Culinary Arts;
B.A., Wheaton College; B.S. & Pastry Certificate,
Newbury College; M.A., Boston University; M.S.,
Northeastern University
Margaret Kugler, Laboratory Technician II; A.S., Bristol
Community College; B.A., Connecticut College
Christina LaCroix, Academic Counselor; A.S.,
Asnuntuck Community College; B.S. Eastern
Connecticut State University; M.Ed., Bridgewater State
University
Jenna LaGasse, Adjunct Instructor in Psychology; B.A.,
Rhode Island College; M.Ed., Cambridge College
Barbara Lamagna, RN, Adjunct Instructor in Health; RN,
Newton-Wellswley Hospital; B.A., Emmanuel College;
M.P.H., Boston University
Beth Lamoureux, Acting Coordinator of Learning
Commons; B.A., Stonehill College; M.A., Boston
University
Denise Lamoureux, Adjunct Instructor in Biology; B.A.,
Emmanuel College, M.A.T., The George Washington
University, C.A.G.S., Bridgewater State College
Enoch Lamptey, Assistant Professor of Sociology; B.A.,
The University of Ghana; M.S., The London School of
Economics & Political Science; Ph.D., University of Akron
Mary Lanctot, B.A., University of Massachusetts Amherst; M.A., Rutgers University
Kelly Landry, Clerk VI, Center for Workforce and Community Education; A.S., Bristol Community College
Beatrice Lanzi, Adjunct Instructor in Speech; B.A., Rhode Island College; M.A., Emerson College
Veronica LaPlante, CVTE Linkages Advisor; B.S., Bridgewater State University; M.A., Salve Regina University
Susan Lapanne, Adjunct Instructor in Business Administration; B.S., Mount Holyoke College; M.S., University of Rhode Island; Ph.D., Capella University
Christine Lapointe, Staff Associate - Educational Talent Search (part-time)
April Lavoie, RDHI, Assistant Professor in Dental Hygiene; A.S., Bristol Community College; B.S.D.H., Massachusetts College of Pharmacy and Health Sciences; M.P.P., M.A., Ph.D., University of Massachusetts Dartmouth
Henry Lavoie, Jr., Building Maintenance Supervisor I
Jennifer Constant Lavoie, Adjunct Instructor in English; B.A., University of Massachusetts Dartmouth; M.A., Bridgewater State College
Lisa Lavoie, Administrative Assistant II; A.S., Bristol Community College; B.A., Eastern Nazarene College
William Le, Typist II (part-time)
Nancy Leary, Facilitator for Taunton Computer Lab (part-time); A.S., College of Southern Maryland
Virginia Leeman, Academic Coordinator and Adjunct Instructor in Speech; B.A., Norwich University; M.Ed., Cambridge College
David Ledoux, Assistant Professor and Coordinator, Liberal Arts Theatre Option; BFA, SUNY Purchase College; MFA, Rutgers University
Katie LeFebvre, Professor of Biology; B.A., Smith College; Ph.D., University of Iowa
Benjamin LeFebvre, Plumber and Steamfitter I
Carl Leidholdt, Campus Police Officer I; A.A., Bristol Community College; B.S., Bridgewater State University
Cecil Leonard, Adjunct Professor of Business Management; B.S., M.S., University of Idaho
Christopher Leone, Adjunct Instructor in Art; B.A., Denison University; B.F.A., The Rhode Island School of Design; M.F.A., San Diego State University
Gerald LePage, Adjunct Instructor in Mathematics; A.A., Rhode Island Junior College; B.S., Northeastern Massachusetts University; M.A.T., Bridgewater State College
Kerry LePage, LCSW, Veterans Career Development Counselor (part-time); B.S., M.S.W., Bridgewater State University
John Lepper, Adjunct Instructor of Government; B.A., Heidelberg University; M.A., John Hopkins School of Advanced International Studies; Ph.D., Georgetown University
Amy Levesque, Adjunct Instructor of Early Childhood Education; B.A., Boston College; M.Ed., Lesley University
Brian Levesque, Technical Assistant I (part time); A.A., Bristol Community College
Debra Levesque, Clinical Instructor in Nursing; B.S.N., University of Massachusetts Dartmouth; M.Ed., Eastern Nazarene College
Kerri Ann Lima, EDP Entry Operator III; A.A., Bristol Community College
Qin Liu, Instructor in Mechanical Engineering; B.S., Shanghai Jiao Tong University; M.S., University of Nevada; Ph.D., City University of New York
Glenn Lincoln, Adjunct Instructor in Mathematics; B.A., M.A., Bridgewater State College
Daureen Lingley, Technical Specialist II (part time); A.S., Bristol Community College
Ron Lister, Adjunct Instructor of Art; B.F.A., M.F.A., Miami University at Oxford, Ohio
Kaitlyn Litwinetz, Instructor of Mathematics; B.A., Merrimack College; M.A., University of Buffalo
Manette Loggains, Cooperative Education Advisor (part time) and Adjunct Instructor in Cooperative Education, History and Economics; B.A. University of California, Los Angeles; M.B.A., Western New England University
Cori Lopes, Special Programs Coordinator; A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth
Amy Lovera, Adjunct Instructor of Art; B.F.A., Brown University; M.F.A., Rhode Island School of Design
James Luiz, Maintainer I
Margaret Lyford, Adjunct Instructor; B.A., Barrington College; M.A., Rhode Island College
Sandra Lygren, Director of Deaf Studies and Professor of American Sign Language; B.S., Bridgewater State College; M.Ed., Boston University; CI/CT Registry of Interpreters for the Deaf
April Lynch, Assistant Professor of Business Administration; B.S., M.B.A., Bryant College
Kerry Lynch, Associate Director of Development, Alumni Affairs and Stewardship; B.A., Villanova University; M.Ed., University of Houston; M.A., University of Massachusetts, Boston
Debra Lynne, Adjunct Instructor in Business Administration; A.A., Bridgewater State College; B.A., Lesley University; M.B.A., University of Massachusetts Dartmouth
JoAnne Lyons, Adjunct Instructor in Reading and College Success Seminar; B.A., M.A., University of Rhode Island
Melissa Lyons, Facilitator for Attleboro Computer Lab (part time); B.S., Bridgewater State College
Joseph Machado, Maintainer I (part time)
Nicola Machado, EDP Entry Operator III
Randy Machado, Adjunct Instructor in Psychology; A.S., Bristol Community College; B.A., M.A. Rhode Island College
Aileen Mack, Adjunct Instructor in Mathematics; B.A., Marymount College; M.S., University of Massachusetts Dartmouth
Jessica Macho, Instructor in Veterinary Health Care; B.S., University of Vermont; D.V.D., Tufts University School of Veterinary Medicine
Rhonda Magnuski, Administrative Secretary I; A.A., Newbury College; A.A., Bristol Community College
John Mailloux, Adjunct Instructor in Computer Information Systems; B.S., Berklee College of Music
Raymond Mainville, Adjunct Instructor in Mathematics; B.A., Southeastern Massachusetts University
Jeffrey Majewski, Adjunct Instructor in Criminal Justice; A.A., Bristol Community College; B.S., Northeastern University; M.A., Anna Maria College
John C. Malloy, EDP Systems Analyst I; A.S., Bristol Community College
Roxanne Malloy, EDP Systems Analyst I; A.S., Bristol Community College
Susan Malomo, Adjunct Instructor in Computer Information Systems; B.A., Roger Williams University
James Mandy, Adjunct Instructor in English; B.A., Boston University; M.A., Harvard University
Jeffrey A. Mank, Adjunct Instructor in Mathematics; B.S., Framingham State College; M.S., Boston University
Diane Suleski Manson, Department Chair ESL and Associate Professor of Reading and ESL; B.A., Elms College; M.Ed., University of Massachusetts Boston
Amy Marden, Senior Special Programs Coordinator New Bedford Campus; B.S., University of Massachusetts Dartmouth; M.Ed., Northeastern University
Michael A. Marks, Adjunct Instructor in Astronomy; B.S.M.E., Drexel University; M.S.M.E., Northeastern University; Certificate of Special Studies in Business Administration and Management, Harvard University; Chief Astro-guide, The Sky Connection
Tinamarie Marshall, Clerk IV - New Bedford; A.S., Bristol Community College
Carol Martin, Coordinator of General Studies, Department Chair and Professor of Office Administration; A.S., B.S., M.B.A., Bryant College
Sharon Martin, Adjunct Instructor in Sociology; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.S., Salve Regina University
Stephan E. Martin, Adjunct Instructor of Astronomy; B.A., Colgate University; M.S., University of Wyoming
Susan Martin, OTR/L, Adjunct Instructor in Occupational Therapy; B.S., University of New Hampshire; M.S., Salve Regina University
Zachary Martin, Adjunct Instructor in History and Government; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.A., Providence College; Ph.D., University of Hawaii
Andre Martinez, EDP Entry Operator III (part time)
Esteban Martinez, Assistant Professor in Culinary Arts; B.S., Johnson & Wales University; M.S., Eastern Nazarene College
Michael Maslauskas, Adjunct Instructor in Business Administration; B.S., M.S., Stonehill College
Andrea Matthews, Professor of Nursing (Pediatric and Maternal); B.S.N., Northeastern University; M.S.N., Spalding University; D.N.P., Regis College
Nickolas Mavrikidis, Professor of Mathematics; B.A., Western New England College; M.S., University of Massachusetts Lowell; M.S., Northeastern University
Dana Mayhew, Associate Professor of Sociology and Criminal Justice; B.A., University of Arizona; M.S., Valdosta State College
Jessica Mayhew, Accountant III; A.S., Bristol Community College
Mary Ann Mozzone, Weekend Coordinator New Bedford Campus and Adjunct Instructor in College Success Seminars; B.A., M.Ed., Providence College
Jacqueline Mbogua, Associate Professor in Biology; B.S., Kenyatta University; M.S., Purdue University
Gerard McCabe, Adjunct Instructor in Business Administration; B.S., Dominican College; M.B.A., Bryant College
Justin McCann, Maintenance Equipment Operator I; Class 2B Hoisting Engineer License
Elizabeth K. McCarthy, Coordinator of Career Planning and Placement; B.S. Boston College; M.B.A. Providence College
Joan McCarthy, RNC, MSN, WHNP, CNM; Adjunct Instructor in Nursing; M.S.N., University of Pittsburgh; M.A., Salve Regina
Susan McCourt, Associate Professor of Mathematics and Director of the Commonwealth Honors Program; B.S., Hofstra University; M.A., University of Maryland
Patricia McDevitt, Adjunct Instructor in Chemistry; B.S., Boston State College; M.S., University of Rhode Island
Elizabeth McDonald, Assessment and Transition Counselor and Adjunct Instructor in College Success Seminar; B.S., Bridgewater State College; M. Ed., Providence College
Nan McDonald, ABE Staff Assistant (part time); B.A., University of Massachusetts Amherst; M.Ed., Bridgewater State College
Thomas McGarty, Adjunct Instructor in Business Administration; B.S., M.B.A., Bryant College
Diana McGee, Adjunct Instructor of English; A.A., Bristol Community College; B.A., M.Ed., Bridgewater State College
Patricia McGonigle, Adjunct Instructor in English; B.A., M.A., Boston State College
Brian McGuire, Assistant Professor of English; B.A., M.A., Bridgewater State College
James J. McGuire, Adjunct Instructor in Biology; B.A., M.A.T., Bridgewater State University
Kyla McKay-Dewald, Adjunct Instructor in Psychology, Sociology and Criminal Justice; B.A., Salve Regina University; M.S., University of Wisconsin-Platteville
Joshua McKeeney, Campus Police Dispatcher (part time)
Barry McKee, Adjunct Instructor of Criminal Justice; A.A., Cape Cod Community College; B.S., Northeastern University; M.A., John Jay College of Criminal Justice

Marcia L. McKee, Adjunct Instructor in History; B.A., Duke University; M.Ed., University of Delaware

John McLaughlin, Dean of Admissions; B.A., Merrimack College; M.Ed., Cambridge College

Joseph McMahon, Adjunct Instructor in History, the Humanities and Philosophy; B.A., M.A., Providence College; Ph.D., Catholic University of America

Paul McManus, Adjunct Instructor in Social Science; B.S., Bridgewater State College; M.A., Providence College

Fonda McKnight, Adjunct Instructor in Mathematics; B.A., Barrington College; M.A., University of Massachusetts

Charlotte Medeiros, Clerk IV; A.S., Bristol Community College

Karen Medeiros, Accountant II

Patricia Medeiros, Adjunct Instructor in Early Childhood Education and Psychology; B.A., Wheaton College; M.A., Assumption College; C.A.G.S., Boston College; Ed.D., Boston University

Carol Mello, EDP Systems Analyst II; A.S., Bristol Community College; B.S., Roger Williams University; M.S.M., Eastern Nazarene College

Cathleen Mello, Administrative Secretary I; A.S., Bristol Community College

Janice Mello, Typist II (part time); A.S., Bristol Community College

Laura Mello, Adjunct Instructor in Biology; B.S., Cornell University; M.S., University of Massachusetts

David Melo, Campus Police Officer I (Part-time)

Makna Men, Senior Academic Counselor; B.A., Rhode Island College; M.Ed., Cambridge College; M.A., Brown University

Jennifer Menard, Acting Vice President of Workforce Development; B.A., University of Massachusetts - Amherst; M.P.A., University of Massachusetts - Boston

Ryan Menard, EDP Systems Analyst II; A.S., Fisher College

Daniel Merline, Accountant III - Resource Development; A.A., Massasoit Community College; B.A., Eastern Nazarene College; M.B.A., Anna Maria College

Constance Messier, OTR/L, Associate Professor of Occupational Therapy; A.S., Bristol Community College; B.S., Salem State University; O.T.D., Rocky Mountain University

Deborah Michael, Technical Assistant I (part time)

Carolyn Michaud, Adjunct Instructor in Paralegal Studies; B.A., State University of New York College at Plattsburgh; J.D., Franklin Pierce Law Center; M.L.S., Simmons College

Marisa Millard, Coordinator of Graphic Design and Web Design and Professor of Graphic Design; B.A., F.F.A., Texas Christian University; M.F.A., University of North Texas

R. Kent Millard, Adjunct Instructor in Art; B.A., University of Massachusetts Dartmouth

Elisabeth Miller, Adjunct Instructor in Spanish; B.A., Brown University; M.M., American Graduate School of International Management

Claudia Mills, RN, Adjunct Instructor in Nursing; A.D., Bristol Community College; B.S.N., Massachusetts College of Pharmacy and Allied Health Sciences, B.S., Bridgewater State College

Leslie Minkin, Adjunct Instructor in English; B.A., Salve Regina University; M.A., M.A.T., Rhode Island College

Michael Miozza, Adjunct Instructor in Business Administration; B.S., University of Massachusetts Dartmouth; M.S., Lesley University

Janet Miranda, Adjunct Instructor of Government; B.A., Rockford College; M.P.A., Suffolk University; J.D., Southern New England School of Law

Manal Mogawar, Adjunct Instructor in Dental Hygiene; A.S., Bristol Community College; B.S., M.S., Cairo University

Linda Monchik, Adjunct Instructor in Speech; B.A., Smith College; M.A., Emerson College; M.A., Columbia Teachers College

George Moniz, Adjunct Instructor in Biology; B.A., M.A.T., Bridgewater State University

Jennie Moniz, Admissions Coordinator and Adjunct Instructor of Economic; A.A., Bristol Community College; B.S., M.B.A., University of Massachusetts Dartmouth

Joyce Moore, RDH, Adjunct Instructor in Dental Hygiene; A.S., Bristol Community College; B.S.D.H., Massachusetts College of Pharmacy and Health Sciences

Richard Moore, Adjunct Instructor in Mathematics; B.S., Naval Postgraduate School

Catherine Moran, Adjunct Instructor in Art; B.A., Hobart and William Smith Colleges

Sarah Morrell, Dean of Access and Transition, Director of Pre-College TRIO Programs and Adjunct Instructor in English; B.A., University of Massachusetts Amherst; M.A., Brown University

Christopher Motta, Adjunct Instructor in Art; B.A., University of Massachusetts, Amherst; M.A., Cranbrook Academy of Art

Donna Motta, Adjunct Instructor in English; A.S., Bennet College; B.A., York College; M.A., University of Massachusetts Dartmouth

Joseph Motta, Adjunct Instructor in Psychology; B.Ed., M.Ed., Rhode Island College; Universidade de Coimbra, Faculdade de Letras; Ed.D., Nova University

Paula Mourato, Accountant IV - General Accounting Office; A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth

Stasia Mowry, Adjunct Instructor in English; B.A., University of Massachusetts Boston; M.A., University of Rhode Island; M.S., University of Maine

Nancy Moxon, RN, Associate Professor of Nursing; B.S.N., Columbia University; M.S.N., Regis College

Mary Ann Mozzone, Weekend Coordinator - New Bedford Campus (part time) and Adjunct Faculty; B.A., M.Ed., Providence College
Jennifer Mullen, Staff Assistant and Taunton Adult Basic Education Program (part time); B.A., Rhode Island College
David Mulligan, Adjunct Instructor in History; B.A., Bridgewater State College; M.A., Providence College
Judith Mulrooney, Adjunct Instructor in Reading and Study Skills; B.S., Fitchburg State College; M.Ed., Lesley University
Susan Murley, Adjunct Instructor in English; B.A., Williams College; University of Massachusetts Boston
Linda Murphy, Writer for College Communications (part time)
Lori Murphy, Adjunct Instructor in Sociology; B.A., Massachusetts College of Liberal Arts; M.A., Bridgewater State University
Michelle Murphy, Associate Professor of Communications; B.A., Radford University; M.A., Emerson College
Kara Murphy-Poulin, Adjunct Instructor in English; A.A., Bristol Community College; B.A., Wheaton College; M.A., Bridgewater State College
Jean Myles, QUEST Math Skills Specialist; B.A., University of Massachusetts Dartmouth; M.Ed., Rhode Island College
Jean-Paul Nadeau, Professor of English; B.S., Bryant College; M.A., Seton Hall University; Ph.D., University of Rhode Island
Peter Nasiff, Adjunct Instructor in Business Administration; B.A., M.A., University of Massachusetts Dartmouth
Mark Nataly, Director of Campus Police and Preparedness; A.S., Bristol Community College; B.S., Northeastern University; M.S., Salve Regina
Garrett Nelson, Campus Police Officer I; B.S., Bridgewater State University
Carri Nepini, Adjunct Instructor in Culinary Arts; A.S., Johnson & Wales University
Livia Lirio Neubert, Senior Special Programs Coordinator - ESL; B.A., Federal University of Espirito Santo; M.A., West Virginia University
Nicholas Newell, Adjunct Instructor in Theatre; B.A., Hanover College; M.F.A., Harvard University
Kimberly Newton, Professor of Biology; B.A., M.A., M.S., University of Massachusetts Dartmouth
Ernest Nicholson, EDP Systems Analyst II; A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth
Sherri Niedzioka, Technical Specialist II (part time); A.A., Bristol Community College
Tamara Nikiforaki, Adjunct Instructor in Mathematics; B.S., M.S., St. Petersburg Electro-technical University, Russia; Ph.D., St. Petersburg State Economic University, Russia
Frank Noble, Adjunct Instructor in Psychology; A.A., Bristol Community College; B.A., Rhode Island College; M.A., Salve Regina University; C.A.G.S., University of Massachusetts Amherst
Lisa Noel, Administrative Secretary I; A.S., Andover College; B.S., Husson College
Christine Noenickx, B.A., University of Massachusetts Dartmouth; M.A., Fitchburg State College
Carole Norberg, Assistant Professor of Early Childhood Education; B.S., M.S., Wheelock College
Dana Norman, Maintainer III
James Norman, Adjunct Instructor in English; B.A., Bridgewater State College; M.A., Boston College
Brittany Normandin, Library Assistant I (part time)
Katharine Norris, Adjunct Instructor in English; B.A., Salem State College; M.A., Brown University
Sarah Northup, Staff Associate - Step Up to College and ESL Program (part time)
Kenneth Novo, Carpenter II; Massachusetts Construction Supervisor License
Elzbieta Nowakowski, Assistant Professor of Paralegal Studies; B.S., Emmanuel College; J.D., Suffolk University Law School
Angelina O'Brien, Director of Institutional Research, Planning, and Assessment; B.A., Providence College; M.A., Rhode Island College; C.A.G.S., Rhode Island College; LMHC State of Rhode Island
Nicholas C. O'Brien, Acting Administrative Secretary I; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth
Vivien Ojadi, Assistant Professor of Accounting; M.S., M.B.A., University of Hertfordshire
Eric Oldford, EDP Systems Analyst I; A.S., Bristol Community College
Andrew O'Leary, Adjunct Instructor in History; B.S., University of College Cork, Ireland; M.A., College of St. Rose
Cortni Oliveira, Clerk IV (part time); A.A., Bristol Community College
Edward Oliver, Adjunct Instructor in ESL and Developmental Writing; B.A., M.A., Rhode Island College
Cortni Oliveira, Clerk IV (part time); B.A., Bridgewater State University
Monique Oliveira, Accountant I; B.S., Northeastern Massachusetts University
Patrick O'Malley, Adjunct Instructor in Business Administration; B.S., Bentley College; M.S., Northeastern University
Brian O'Neil, Adjunct Instructor in Business Administration; B.A., M.B.A., University of Massachusetts Dartmouth
Margaret O'Neil, ABE Volunteer Program (part time)
Stephanie O'Neil, Adjunct Instructor in Mathematics; B.S., M.A.T., M.Ed., Bridgewater State University
Paul Orlando, Adjunct Instructor in Speech; B.S., M.Ed., Rhode Island College
Stephanie Orman, Adjunct Instructor of Sociology; B.A., Clark University; M.A., Simmons College
Mauricio Ossa, Adjunct Instructor in Culinary Arts; A.S., Johnson & Wales University; B.A., Rhode Island College
Joyce Oster, Adjunct Instructor in Mathematics and Engineering; A.A., A.S., Bristol Community College; B.S.,
Ihuoma Owunwanne, Adjunct Instructor in Business Administration; B.S., SUNY at Stony Brook; M.S.W., Columbia University

Philicia Pacheco, Buyer I; B.S., Johnson & Wales University

Maria Pacheco, Buyer I; B.S., Johnson & Wales University

Michael Ozug, EDP Systems Analyst I; A.S., Bristol Community College

Sheilah Pacheco, Clerk IV

Brittany Pacheco-Ivanson, Associate Director of Financial Aid; B.A., Roger Williams University

Rolanda Page, Learning Specialist (part time); A.S., Cuyahoga Community College; B.A., B.S., Cleveland State University; M.Ed., Virginia State University

Christopher Paiva, Adjunct Instructor in Nursing; A.S., Bristol Community College; B.S.N., University of Massachusetts Dartmouth

Brenda Panaggio, Adjunct Instructor in Business Administration; B.S., J.D., Roger Williams University

Damra Pao, Technical Assistant I; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth

Holly Pappas, Associate Professor of English; B.A., University of New Hampshire; M.A., Hollins College; M.F.A., University of Arkansas

David Papargiris, Adjunct Instructor in Computer Information Systems; A.S., Western New England College; Computer Forensics Certificate Degree, Marshall University

Paul Paquette, Adjunct Instructor in Fire Science; A.S., Bristol Community College; B.S., Providence College; M.P.H., Boston University School of Public Health

Scott Paquette, Assistant Director of Educational Talent Search; A.A., Bristol Community College

Melane Paranzino, M.S., RN, Professor of Nursing; B.S.N., University of Rhode Island; M.S., Boston College

Debra Parent, Adjunct Instructor in Business Administration; B.S., University of Massachusetts Dartmouth; M.S., Husson College

Suzanne Parent, RDH, Adjunct Instructor in Dental Hygiene; A.S., Bristol Community College; B.A., University of Massachusetts of Boston; M.Ed. Cambridge College

Donna Passman, Adjunct Instructor in Mathematics; B.S., M.S., University of Rhode Island

Lisa Patacchiola, Adjunct Instructor in Computer Information Systems; B.S., Worcester Polytechnic Institute

Jane Patenaude, EDP Systems Analyst I (part time); A.S., Bristol Community College

MaryAnn Patenaude, Adjunct Instructor in Mathematics; B.A., Rhode Island College

Stephen Paterna, Adjunct Instructor in Psychology; B.S., M.Ed., Ph.D., Boston College

Thomas Patterson, Adjunct Instructor in English; B.A., Southeastern Massachusetts University; M.A., Northeastern University; M.Ed., Rhode Island College

Kathleen Pearle, Dean of Behavioral and Social Sciences; A.B., Smith College; M.A., University of New York at Stony Brook; Ed.D., Rowan University

Alan Pearlmutter, Writing Center Instructor (part time) and Adjunct Instructor in Music; B.A., M.A., Brooklyn College, CUNY; D.M.A.; Peabody Conservatory of Music, Johns Hopkins University

Anita Pechenenko, Staff Associate for Upward Bound (part-time); B.S., Yale University

Susan Pedro, ABE Staff Assistant (part time); B.A., Roger Williams University, M.Ed., Bridgewater State College

Kelly Pelissier, Adjunct Instructor in Art; B.F.A., M.A.E., University of Massachusetts

Michael Pellegrino, Adjunct Instructor in History; B.A., M.A., Providence College

James Pelletier, Professor of Chemistry, Science, and Philosophy; B.S., Stonehill College; M.Ed., Bridgewater State College; Ed.D., Nova University

Jo-Ann Pelletier, Vice President of Information Technology Services and Adjunct Instructor in Computer Information Systems; A.S., Bristol Community College; B.S., B.A., Rhode Island College; M.S., Boston University

Carlos Pereira, Painter I

Jose Pereira, Maintainer I

Joseph Pereira, Mail Clerk III

Melissa Pereira, Library Assistant I (part time)

Sharon E. Pero, MSN, RN, GCNS-BC, CIC, Nursing Coordinator and Professor of Nursing; B.S.N., Fitchburg State College; M.S.N., University of Massachusetts Dartmouth

Eugenia Perry, Clerk IV; A.S., Bristol Community College

Joyce Perry, Adjunct Instructor in Office Administration; A.S., Community College of Rhode Island; B.S., Bryant University; M.B.A., Johnson & Wales University

Ryan Perry, Adjunct Instructor in Nursing; B.S.N., University of Phoenix

Alex Perryman, Adjunct Instructor in Business Administration; B.S., Wayne State University; M.A., Central Michigan University; Ph.D., Lawrence Technological University

Dorris Perryman, Associate Professor of Accounting; B.S., Wayne State University; M.S., Walsh College of Accountancy and Business Administration

Christine Peter, Adjunct Instructor in English; B.A., University of Massachusetts Dartmouth; M.A., Harvard University Extension School
Richard Petronio, Adjunct Instructor in Business Administration; A.B., Providence College; J.D., Suffolk University
William Pett, Adjunct Instructor of English; B.A., Brown University; M.A., A.B.D., University of Rhode Island
Kathryn Pettinato, RN, CNOR; Adjunct Instructor in Central Sterile Processing; B.S.N., Curry College
Demetrice Phillips, Assistant Professor of Business Administration; B.S., MBA, Fitchburg State University; Ph.D., Grand Canyon University
Paul Phillips, Maintainer I
Raymond Phillips, Audio-Visual Technician II; A.S., Bristol Community College
Nicole Picard, Clerk IV; A.S., Southern New Hampshire University
Tania Picard, Adjunct Instructor in Business Administration; B.S., MBA, Bryant University
Mickey Pike, RN; Nursing Arts Lab Coordinator; A.S., Nichols State University; B.S.N., Northwestern State University; M.S.N., Oral Roberts University
Laurie Pieroni, Administrative Assistant I; A.A., Bristol Community College
Karen Pimental, OTR/L, Adjunct Instructor in Occupational Therapy; B.S., Worcester State University; M.S., San Jose State University
Jennifer Pimentel, Staff Assistant - Human Resources; A.A., Bristol Community College; B.S., University of Massachusetts Dartmouth
Wendy Pimentel, Chief of Staff; A.S., Bristol Community College; B.A., M.S.M., Eastern Nazarene College
Erminio Pinque, Adjunct Instructor of Theatre; B.F.A., Rhode Island School of Design
Brian Pires, HVAC Technician I; Reclaim Refrigerant Type I and II Licenses, Northeastern Institute of Industrial Technology
Kathleen Plante, RN, MSN, Professor of Nursing (Pediatrics); A.S., Bristol Community College; B.S., M.S.N., Ph.D.; University of Massachusetts Dartmouth
Robert Plummer, Campus Police Officer II; A.S., Bristol Community College
Filomena Ponte, Employee and Labor Relations Specialist; A.S., Bristol Community College; B.S., St. Nicol’s College
Cindy Poore-Pariseau, Adjunct Instructor in College Success Strategies; B.A., University of Toledo; M.A., University of Michigan; Ph.D., Capella University
Paula Popeo, Executive Director of Development; B.A., M.A., University of Massachusetts Amherst; J.D., Suffolk University
Kara Murphy Poulin, Adjunct Instructor in Communications; B.A., Wheaton College
Jeanne Poulin; EDP Systems Analyst II; B.S., Northeastern University
Nelson Pratt, Adjunct Instructor in Business Administration; B.A., University of Massachusetts Dartmouth
Elaine Previte, Professor of Mathematics; B.A., M.A., Rhode Island College; M.B.A., University of Texas
John Previte, Academic Counselor and Adjunct Instructor in Business Administration; A.S. Community College of Rhode Island; B.S., Bryant University; MBA, Post University
Jennifer Puniello, Interim Director of K-12 and Postsecondary Linkages, B.A., Rhode Island College
Debra Quenga, RN, Professor of Nursing; A.S., Community College of Rhode Island; B.S.N., University of Massachusetts Dartmouth; M.S.N., University of Phoenix
Diantha Quick, Adjunct Instructor in English; B.A., Rhode Island College
Mary Anne Quick, Adjunct Instructor in Reading and Study Skills; B.A., Mount St. Joseph College
Robert Rak, Professor and Coordinator of the Environmental Technology Program; B.A., College of the Holy Cross; M.S., University of Massachusetts Dartmouth
Ana Ramos, Clerk IV; A.S., Bristol Community College
Roxanne Ramos, Administrative Secretary I; Certificate, Computerized Office Technology Program
Mary Rapien, Associate Professor of Biology; B.A., Hiram College; Ph.D., University of Rhode Island
Elizabeth Rapoza, Adjunct Instructor in Theatre; B.A., Worcester State College; M.A. Emerson College
Mary Rapien, Professor of Biology; B.A., Hiram College; Ph.D., University of Rhode Island
Mario Raya, Associate Professor of Chemistry/Biological Chemistry; M.A., Harvard University; M.D., Universidade DeValle
Tahais Real-Martins, Coordinator of Academic Computing/Instructional Designer and Adjunct Instructor in Office Administration; A.S., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.Ed., University of Massachusetts Boston
Ricardo Rebelo, Associate Professor of Communications; A.A., Bristol Community College; B.A., M.A., Rhode Island College
Paul Rebelo, Adjunct Instructor of History & Sociology; B.A., Bridgewater State University; M.A., University of Massachusetts Dartmouth
Harry Redfearn, Adjunct Instructor in Government; B.A., Nassau College; M.A., University of New Hampshire
Anne Marie Reed, Clerk IV Dental Hygiene; A.S., Bristol Community College
Penny Rego, Adjunct Instructor in English; B.A., M.A., University of Massachusetts Dartmouth
Aaron Reis, Staff Associate - Information Technology Services; A.S., Bristol Community College
Nancy Renaud, Accountant I; A.S., Bristol Community College
Kristine Resendes, Director of Assessment and Testing; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.A., Rhode Island College
Lucille Resendes, Clerk III; A.S., Bristol Community College
Victoria Revier, Coordinator and Professor of Medical Administrative Programs; B.B.A., Hofstra University; M.A., Salve Regina University
Robert Rezendes, Dean of Taunton; B.S., University of Massachusetts Dartmouth; M.L.I.S., University of Rhode Island
Diana Rice, OTR/L, Adjunct Instructor in Occupational Therapy; B.S., Quinipiac College; M.Ed., Bridgewater State College
Diane Richardson-Lucier, Adjunct Instructor in Psychology and Sociology; B.A., Bradford College; M.S.W., University of Connecticut
Kristine Ringuette, Typist II (part time)
Selma Riconscente, Adjunct Instructor in Psychology and Sociology; B.A., State College at Boston; M.A., Rhode Island College; Ed.D., Johnson and Wales University
Timothy Riker, Adjunct Instructor in American Sign Language/Deaf Studies; B.S., Georgetown University, McDonough School of Business; M.S., California State University/Northridge
Stephen J. Rivard, Director of Fire Science Technology Program; A.S., Bristol Community College; B.S., Providence College
Sandra Rivera, Adjunct Instructor of Spanish; B.A., Universidad de Humacao; M.A., University of Massachusetts Dartmouth
Roberts Kacmarsky, Marie, Adjunct Instructor of Economics, History and Business Administration; B.S., University of California; M.B.A., University of Rhode Island
Michael Robillard, Adjunct Instructor of Philosophy; B.A., United States Military Academy, West Point; M.A., University of Victoria, B.C., Canada
Paul Robillard, Adjunct Instructor in Business Administration; A.A.S., Johnson & Wales College; B.A., M.B.A., University of Massachusetts Dartmouth
David Rodrigues, Adjunct Instructor in History; B.A., University of Massachusetts Dartmouth; M.A., University of Rhode Island
Michael Rodrigues, Maintainer I
Lisa Roe, Adjunct Instructor in Computer Information Systems; B.A., University of Maine; M.Ed., Suffolk University
Michael Rogovin, Special Programs Coordinator - Financial Aid; B.A., Bridgewater State University
Alan Rolfe, Professor of Criminal Justice; B.S., Boston State College; M.S., Salve Regina College; M.A., Roger Williams University
Farah Romulus, Assistant Professor of Health Information Technology and Medical Coding; B.S., M.S., Eastern Nazarene College
Nicole Rondeau, EDP Entry Operator III - New Bedford; A.S., Bristol Community College
Gabriel Ronielson, Staff Associate (part time)
Manuela Rosa, Director of WISE Women Grant; B.A., University of Massachusetts Dartmouth
Anthony Rose, Adjunct Instructor in Business Administration; B.A., Suffolk University
Traci Rossi, Adjunct Instructor in Psychology; B.A., M.A., Rhode Island College

Renna Rossitza, Adjunct Instructor in Communications; A.A., Valencia Community College; B.A., M.A., University of Alabama
Katie Roussel, Academic Counselor - Attleboro Campus; A.A., Bristol Community College; B.A., California State University; M.S., Salve Regina University
Mia Rowland, Adjunct Instructor in English and Philosophy; B.A., Manhattanville College; M.A., University of Rhode Island; J.D., Roger Williams School of Law
Albert Roy, Adjunct Instructor in Mathematics; A.B., Stonehill College; M.Ed., Bridgewater State University; M.A., Louisiana State University; Ed.D., University of Northern Colorado
Marybeth Rua-Larsen, Adjunct Instructor in Reading, English, and ESL; B.S., State University of New York at Oswego; M.S., S.U.N.Y. Oswego
Kenneth Rubenstein, Adjunct Instructor in Mathematics; M.S., Iowa State University
Ulli K. Ryder, Dean of Humanities and Education; B.A., Simmons College; M.A., University of California, Los Angeles; M.P.W., M.A., Ph.D., University of Southern California
Steven Rys, Assistant Director of Television Services; A.A., Bristol Community College; B.A., Rhode Island College
Cheryl Saber, Typist II (part time)
Eleanor Sabin, Adjunct Instructor of Art; B.F.A., Rhode Island School of Design
Matthew Sakell, Adjunct Instructor in Mathematics; B.S., M.B.A., University of Massachusetts Dartmouth
Gayle Salve, EDP Entry Operator III; Office Technology Certificate, Bristol Community College
Sarmad Saman, Dean of Mathematics, Science and Engineering; B.S., M.S., Ph.D., Baghdad University
Evellis Santana, Associate Professor of Developmental Mathematics; B.S., Universidad de Puerto Rico; M.S., Cornell University
Liliana A. Santos, Adjunct Instructor in ESL; B.A., William Paterson University; M.Ed., Mary Grove College
Lisa Santos, Associate Professor of Physical Therapy Assistant Program; B.S., Daemen College; M.S., Salve Regina University; D.P.T., Utica College
Meg Santos, ABE Staff Assistant; B.S., Framingham State College (part time)
Ronald Santos, Adjunct Instructor in Business Administration; A.S., Bristol Community College; B.S., M.P.A., Rhode Island College
Nancy Santopadre dosReis, Assistant Professor of Criminal Justice; B.S., M.S., Roger Williams University
John Saurette, Adjunct Instructor in English; B.A., M.A., University of Massachusetts Dartmouth
Glenn Savoy, Adjunct Instructor in Mathematics; B.S., Stonehill College; M.Ed., Northeastern University
Shannon Savoy, Administrative Secretary I - Taunton Center; A.S., Bristol Community College; B.S., Bay State College
Walter Sawyer, Adjunct Instructor in Economics; B.S., M.A., Northeastern University
Rana Say, Clerk IV - Admissions; A.S., Bristol Community College
Willy Schild, Adjunct Instructor in Mathematics; B.S., City College of New York; M.S., Ph.D., New York University
Dana Schlang, Associate Professor of American Sign Language and Deaf Studies; B.A., Framingham State College; M.A., Gallaudet University
Melanie Schlang, American Sign Language Interpreter (part time); B.S., Northeastern University
Michael Schlang, Adjunct Instructor in American Sign Language and Deaf Studies; B.A., California State University
Karl Schnapp, Technical Specialist; B.A., M.A., Bemidji State University
Julia Schoonover, Adjunct Instructor in Communications; B.A., M.A., University of Massachusetts Dartmouth
Paul Schreyer, Adjunct Instructor in American Sign Language and Deaf Studies; B.S., Mid-Atlantic Christian University; M.Ed., Western Maryland College
Patricia L. Schryver, R.N., M.S.N., Associate Professor of Nursing; A.D.N., Bristol Community College; M.S.N., Walden University
Cheryl Sclar, Adjunct Instructor in Art; B.A., California College of the Arts; M.A., Loyola Marymount University
Jacqueline M. Se’Ale, EDP Entry Operator IV; B.F.A., University of Massachusetts Dartmouth
Marc Seifer, Adjunct Instructor in Psychology; B.S., University of Rhode Island; M.A., University of Chicago; Ph.D., Saybrook Institute
Louis Serio, Adjunct Instructor in the Humanities; B.A., University of Massachusetts; MDiv, Andover Newton Theological School; J.D., Western New England College
School of Law
Greg Sethares, Vice President for Academic Affairs; A.B., Cornell University; M.A., Boston College; Ph.D., University of Massachusetts Dartmouth
David Shadrick, Adjunct Instructor in History; B.A., M.Ed., Providence College
Lorri Shankar, M.L.T., (ASCP), Laboratory Assistant in CLS (part time); A.S., Bristol Community College
Susan Shannon, Administrative Assistant II; A.S., Bristol Community College
Jeffrey Shaw, Adjunct Instructor of Philosophy; B.A., St. Anselm College; M.A., American Military University; M.A., Air Command & Staff College; A.B.D., Salve Regina University
Naomi Shaw, Adjunct Instructor in English; B.A., M.A.T., Bridgewater State College School
Karen Sheehan, Adjunct Instructor in English; B.S., M.Ed., Bridgewater State College; Ed.D., Boston College
Jacqueline Shook, Clinical Instructor in Nursing and Assistant Nursing Arts Lab Coordinator; B.S.N., M.S.N., University of Massachusetts Dartmouth
Natalie Short, Adjunct Instructor in Business and Office Administration; A.S., Bristol Community College; B.S., Roger Williams University; M.B.A., Curry College
Anne E. Silva, Adjunct Instructor in Mathematics; B.S., University of Massachusetts; M.Ed., Lesley University
Joseph Silva, ABE Staff Assistant (part time); A.S., Bristol Community College; B.S., Roger Williams University; B.S., University of Massachusetts Amherst
Maria Silva, EDP Entry Operator III
Melanie Silva, EDP III (part time)
Monica Silva, Adjunct Instructor in Spanish; B.S., Boston University; M.A.T., University of Massachusetts Dartmouth
Megan Silvia, D.C., Adjunct Instructor in Healthcare Information Technology; B.A., Boston University; D.C., Palmer College of Chiropractic
Richard M. Silvia, Adjunct Instructor in Computer Information Systems; A.A., Bristol Community College; B.A., University of Massachusetts; M.Ed., Lesley College
Susan Silvia, Adjunct Instructor in French; B.A., Newton College of the Sacred Heart; M.A., Rhode Island College
Mea Simanski, Adjunct Instructor of Philosophy; B.S., Framingham State College; M.A., Salve Regina College
William Singleton, Adjunct Instructor of Sociology; B.A., Southeastern Massachusetts University; M.A., Ph.D., University of Connecticut
Michael Sipala, Professor of Biology; B.S., Saint Michael’s College; Ph.D., University of Rhode Island
Jeffrey Skillings, Adjunct Instructor in English; B.A., M.A., University of Rhode Island
Baxter Smith, Campus Police Officer II; B.S., M.A., Sacred Heart University
Erin Smith, Senior Special Programs Coordinator - Civic Engagement; B.A., Pace University; M.A., New York University
James Smith, Adjunct Instructor in English; B.A., Providence College; M.A., University of Notre Dame; M.A., Assumption College
James Smith, Reference Librarian (part time); B.A., Franklin College; M.L.I.S., University of Rhode Island
Robin Smith, Adjunct Instructor in Reading and ESL; B.A., Indiana University; M.A., New York University
Wendy Smith, Adjunct Instructor in English; B.A., Roger Williams University; M.F.A., Bowling Green State University
Terrence Smith, Women’s Head Basketball Coach (part-time)
John Pierre Smollins, Adjunct Instructor in Communications; B.A., Stonehill College; M.A., Northeastern University
Sandra Soares, Adjunct Instructor in Mathematics; B.S., Bridgewater State College; M.Ed., Lesley College
Jennifer Sousa, Clerk IV; A.A., Bristol Community College
Sandra Sousa, Adjunct Instructor in Business Administration; B.S., University of Massachusetts Dartmouth; M.S., Bridgewater State College
Chrisanne Souza, Adjunct Instructor in English; B.A., Wellesley College; M.A., Boston University
Cynthia Souza, Accountant V; A.S., Bristol Community College
Denis Souza, Adjunct Instructor in Human Services; M.A., Rhode Island College; M.B.A., Bryant College
Jean Souza, Adjunct Instructor in Computer Information Systems; B.S., Bryant University; M.S., University of Rhode Island
John Souza, Adjunct Instructor in Criminal Justice; A.S., Bristol Community College; B.S., Bryant College; J.D., New England School of Law
Stephanie Souza, EDP Entry Operator III (part time)
Susan Souza-Mort, Reference Librarian and Adjunct Instructor in History; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.S., Simmons College
Maureen Sowa, Adjunct Instructor of History; B.A., University of Hawaii; M.A., University of Rhode Island
M. Katie Spavento, Associate Director of Admissions; B.A., Hamilton College; M.S., Northeastern University
Stanley Spencer, Adjunct Instructor in Business Administration; A.S.B.A., B.S.B.A., M.S.B.A., Bryant College
Alan Spirlet, Adjunct Instructor in Mathematics; B.S., University of Massachusetts Dartmouth; M.E., Fitchburg State College
Kevin Spirlet, Associate Director of Media Relations; B.S., Johnson & Wales University
Suzanne St. Amour, Adjunct Instructor in Culinary Arts; A.S., Johnson & Wales University; B.S., University of Rhode Island; M.S., University of Hawaii at Manoa
Raymond Steele, Adjunct Instructor in Computer Information Systems; B.A., Brown University; M.Ed., Lesley College
Debra St. George, M.S., MT (ASCP), Department Chair and Associate Professor of Clinical Laboratory Science, B.S., Simmons College; M.S., Northeastern University
Mark Strycharz, Maintainer III; A.S., Stockbridge School of Agriculture, University of Massachusetts, Amherst
Alexandra Sullivan, Typist II (part time); B.F.A., California College of Art
Elizabeth Sullivan, Adjunct Instructor in English; A.B., Stonehill College; M.A., Brown University; D.Min., Graduate Theological Foundation
Patricia Sullivan, Adjunct Instructor in Psychology; M.A., Lesley University
Daniel Svenconis, Adjunct Instructor in Mathematics; B.A., Boston College; M.Ed., American University; M.S., University of the District of Columbia; Ph.D., The Catholic University of America
Cynthia Swanson, Adjunct Instructor in Art; B.A., B.F.A., Virginia Commonwealth University; M.F.A., Tyler School of Art at Temple University
David Sykes, Adjunct Instructor in Psychology; B.A., M.Ed., C.A.G.S., University of Massachusetts Boston
Matthew Talbot, Adjunct Instructor in Medical Administrative Programs; M.A.T., C.A.G.S., Fitchburg State
Gina Tassinari, CPC, CPEHR CEHRS, PCA, Adjunct Instructor in Healthcare Information Management; A.S., Community College of Rhode Island
Chassity Tavares, EDP Entry Operator III (part time); B.A., University of Massachusetts Dartmouth
Melanie Tavares, Switchboard Operator; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth
Victor Tavares, Adjunct Instructor in Portuguese; B.A., University of Massachusetts; M.P.A., Clark University
Robert Taylor, Adjunct Instructor in Biology; B.S., M.A.T., Bridgewater State College
Jenna Teixeira, EDP Entry Operator IV; A.S., Bristol Community College
Susan B. Teixeira, Program Coordinator (part time); B.S. University of Massachusetts Amherst; M.B.A. Bryant University; Teacher Certification, Bridgewater State College
Amy Teixeira, Library Assistant I (part time)
Kalli Tessier, Administrative Secretary I; A.S., Bristol Community College
Abigail Theberge, Adjunct Instructor of Spanish; B.A., St. Michael's College; M.A., Middlebury College; M.A., University of Massachusetts Dartmouth
Tiffany Therrien, Clerk IV (part-time); A.S., Bristol Community College; B.A., Southern New Hampshire University
Keith Thibault, Director of Television Production Services; B.S., Fitchburg State College
Beth Thomas, Adjunct Instructor of Art; B.S., University of New Haven
Patricia Thomas, Adjunct Instructor in Music; B.A., University of Lowell
Jesse Thompson, Adjunct Instructor in Art; B.F.A., The College of New Jersey; M.F.A., Rhode Island School of Design
Raymond Thompson, Adjunct Faculty for History; B.S., Durfee College; M.Ed., Boston State Teacher's College
Elizabeth Tidwell, American Sign Language Interpreter/C-Printer; A.S., Becker College
Rhonda Tierney, Assistant Professor of Nursing; A.D.N, Bristol Community College; B.S.N., M.S.N., Curry College
Howard Tinberg, Professor of English; B.A., M.A., UCLA; Ph.D., Brandeis University
Shawn Tivnan, Director of Enterprise Systems and Adjunct Instructor in Computer Information Systems; B.A., Saint Anselm College
Keith Toni, Comptroller; B.S., University of Massachusetts Dartmouth
John Tormey, Program Director of Thanatology, Gerontology, and Funeral Services and Professor of Psychology; B.A., M.Ed., Providence College; B.D., M.Div., St. Bernard’s College

Patsy D. Travassos, Clerk I (part time); Certificate, Business Office Technology

Leanne Tremblay, Adjunct Instructor in Art; B.A., University of Massachusetts Dartmouth; M.A., Brown University Graduate School

Eduardo Soren Triff, Associate Professor of Spanish; B.A., University of Havana; M.A., University of Miami

Emma True, Adjunct Instructor of Biology; B.A., Swarthmore College; M.S., University of Rhode Island

Roland Turcotte, Library Assistant I (part time) - Fall River

Anthony Ucci, Interim Dean of New Bedford Campus; B.S., Rochester Institute of Technology; M.S., State University of New York at Buffalo

Martha Grady Ucci, Professor of English; B.A., Skidmore College; M.A., Ph.D., Boston College

Tahmina Uddin, Staff Associate (part-time); A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth

Deanna Uphchurch, Adjunct Instructor in the Humanities; A.A., Bristol Community College; B.A., M.A., Rhode Island College

Harvey Ussach, Adjunct Instructor in English; B.A., Queens College; M.A., American University

Henry Vaillancourt, M.D., Physician (part time); B.S., Providence College; M.S., University of Vermont Medical School; Board Certified in Family Practice Medicine

Normand Valiquette, Adjunct Instructor in French; B.A., M.A., Assumption College; Ph.D., University of Montreal

Leila Valoura, Adjunct Instructor of Communications; B.A., Federal University of Rio de Janeiro; M.A., Lund University, Sweden

Paul Valton, Maintainer I

Nathan Vaughan, Administrative Secretary I - New Bedford Campus

John Ventura, Adjunct Instructor in Mathematics; A.B., Providence College; M.S., University of Connecticut

Elizabeth Vermette, Acting Director of TPS and BCC

Beth Vezina, Special Programs Coordinator; A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth

Colleen Vickery, Administrative Secretary I

Thomas Vickery, Maintainer I

Rochelle Victor, MPH, CTR; Adjunct Instructor in Health; B.S., University of Massachusetts Boston

Amie Vieira, Adjunct Instructor in English; B.A., Simmons College; M.S., University of Oxfordshire, Oxfordshire, UK

Lucia Vieira, CMA(AAMA), Laboratory Assistant in Medical Assisting (part time); Medical Assisting Certificate, Bristol Community College

Michael Vieira, Adjunct Instructor of Computer Information Systems; B.A., M.A.T., Bridgewater State College; C.A.G.S., Rhode Island College; Ph.D., Capella University

Luis Villanueva, Adjunct Instructor in Spanish; B.A., Catholic University of Chile

Jennifer Vincent, Adjunct Instructor of History; B.A., University of Massachusetts Dartmouth; M.A.T., Bridgewater State University

Robert Vitello, Director of Corporate Services; B.A., Tufts University; M.A., Georgetown University

Cathy Ann Viveiros, Adjunct Instructor in Business Administration; B.S., Rhode Island College; M.B.A., Boston College

Derek Viveiros, Acting Director of Athletics and Adjunct Instructor in Business Administration; B.S., Southern New Hampshire University; M.S., American Public University

Linda Viveiros, Staff Associate - Communications; Paralegal Certificate, Salve Regina University

Mirela Voiculescu, EDP Systems Analyst I; A.S., Bristol Community College; B.S., University of Craiova, Romania

Jeffrey Wagner, Adjunct Instructor in English; B.A., Stonehill College; M.A., University of Massachusetts Dartmouth

David Warr, Adjunct Instructor in Biology and Chemistry; A.B., Dartmouth College; M.A.T., University of Massachusetts; M.A., Ph.D., Boston University

Janice Warren, Staff Associate (part time); A.A., Bristol Community College; B.A., University of Massachusetts Dartmouth; M.Ed., Worcester State College

Linda Watt, Consulting Psychologist (part time); B.A., Boston College; M.A., Boston College; Ph.D., Northeastern University

Sandra Watters, RN, Adjunct Instructor in Nursing; B.S.N., M.S., Salve Regina University

Craig Watson, Adjunct Instructor in Computer Information Systems; B.A., University of Massachusetts Amherst

Stephen W. Wasylean, Jr., Staff Assistant (part time); A.A., Bristol Community College; B.S., Roger Williams University

Jennifer Weaver, Staff Associate (part time); B.A., Southern New Hampshire University

Patricia Weisberger, Special Programs Coordinator Office of Disability Services and Adjunct Instructor in College Success Seminar; A.A., Bristol Community College; B.S., Lesley College

Ronald Weisberger, Adjunct Instructor in College Success Seminar; B.A., Glassboro State College; M.A., Kent State University; M.Ed., Newton College; Ed.D., University of Massachusetts Amherst

Andrea Welch, Library Assistant I (part time)

Erik Weldon, EDP Systems Analyst I; A.S., Bristol Community College

Alison Wells, Adjunct Instructor in Art; B.F.A., Edna Manley College of the Visual and Performing Arts; M.F.A., University of Massachusetts Dartmouth
Nancy West, Adjunct Instructor in Education; B.S. Southern Connecticut State College; M.Ed., Goddard College; M.Ed., Pacific College
Vance Westgate, Adjunct Instructor in English; B.A., M.A., Brown University
Donna White, Assistant Comptroller; A.S., Bristol Community College
Elizabeth Whitehead, Special Programs Coordinator/Learning Specialist (part time); B.A., Emmanuel College; M.Ed., Boston College
Jennifer Wickerski, Accountant I
Christine Wiley, ABE Staff Assistant (part time); B.A., Southeastern Massachusetts University; M.Ed., Lesley College
Barbara Sue Williams, RN, Adjunct Instructor in Nursing; Diploma, St. Luke’s Hospital; B.S.N., M.S.N., University of Florida
Martha Williams, Professor of History and Social Science; A.A., Bristol Community College; B.A. University of Massachusetts Dartmouth; M.A., Brown University
P. David Williams, Professor of History and Social Science; B.A., M.A., University of Massachusetts Amherst
Alice Wilson, Associate Professor of Developmental Mathematics; B.S., B.A., M.A., State University of New York
Suzanne Wimberly, Adjunct Instructor in English; B.A., University of Massachusetts Dartmouth; M.A., University of Connecticut
Paul Winsor, Adjunct Instructor of Chemistry and Engineering; B.A., Bowdoin College; Ph.D., Brown University; Certified Greenbelt (Six Sigma), Lockheed-Martin
Virginia Winstanley, Adjunct Instructor of History and Social Science; B.A., Rutgers University; M.A.T., Brown University
Kelemu Woldegiorgis, Department Chair and Professor of Chemistry; B.S., M.S., Addis Ababa University; Ph.D., Lund University
Bonnie Wolfe-Collins, R.D.H., Adjunct Instructor in Dental Hygiene; A.S., Forsyth School for Dental Hygienists; B.H.S.A., Florida International University
Zachary Wolfson, Associate Professor in Physics and Chemistry; B.A., Swarthmore College; M.S., Cornell University
Donald Wood, Adjunct Instructor in Mathematics and Engineering; B.S., M.A. University of Massachusetts; M.Ed., Bridgewater State College
Nancy Lee Wood, Professor of Sociology and Director of the Institute for Sustainability and Post-Carbon Education, B.A., University of Massachusetts Dartmouth; M.A., New School for Social Research; Ph.D., University of Colorado
Cynthia Woolf-Boswell, Adjunct Instructor in Reading and Education; B.S., M.Ed., M.S., Rhode Island College
Kathleen Wordell, Executive Assistant to the President; B.A., Salve Regina University
Robyn Worthington, Assistant Professor of History; A.A., Bristol Community College; B.A., Wellesley College; M.A., University of Connecticut
Erin Wright, Associate Director of Employee and Labor Relations; B.A., Providence College; MHRM, University of Oklahoma; J.D., University of Notre Dame
Lisa Wright, CMA (AAMA) MT (ASCP), SH, Professor and Coordinator of Medical Assisting; A.A., A.S., Bristol Community College; B.S., University of Massachusetts Dartmouth; M.S., University of Rhode Island
Chengyu Xiong, Instructor in Electrical Engineering; B.S., M.S., Wuhan University of Technology; Ph.D., Binghamton University
Joseph Yasaian, Director of Campus Services; B.A., LaSalle College, M.A., Fairleigh Dickinson University
Susan Yeomans, Adjunct Instructor in Business Administration; B.S., Johnson & Wales University; M.Ed., University of Massachusetts Boston
Diana Yohe, Adjunct Instructor; B.A., Michigan State University; M.Ed., North Adams State College
Christopher Yokel, Assistant Professor in English; B.A., Whitefield College; M.A., Bridgewater State University
Jay Yoon, Assistant Professor in Business Administration; B.A., Syracuse University; M.B.A., Rutgers University
Eileen Young, Department Chair and Professor of Engineering; B.S., Virginia Polytechnic Institute; M.S. University of Rhode Island; Ed.D., Northeastern University
Mary Zahm, Professor of Psychology and Director of Civic Engagement; B.A., B.S., Roger Williams University; M.A., Rhode Island College, Ph.D., University of Rhode Island
Yanqing Zang, Accountant I; B.A., University of Massachusetts Dartmouth

Lecturers / Clinicians: Dental Hygiene Program
Mitchell Block, D.M.D.
James C. Goff, D.M.D.
Robert Pavao, D.M.D.
Les R. Prasad, D.D.S.
Esther Wilkins, D.M.D.

Presidents
Eileen Farley, President Emerita; B.A., College of Mt. St. Vincent; M.A., Marquette University; Doctor of Humane Letters, University of Massachusetts Dartmouth
Jack P. Hudnall, Founding President; A.B., Colorado College; M.A., Columbia University; B.Ed., Washington State University
John J. Sbrega, President Emeritus; A.B., Union College; M.A. & Ph.D., Georgetown University
Professors Emeriti

Maria Argy, Professor Emerita of English, A.B., M.A., Smith College
Claudette Bachand, R.N., Professor Emerita of Nursing, B.S.N., Boston College; M.S.N., University of Rhode Island
Carole Berube, R.N., Professor Emerita of Nursing, B.S.N., M.A., University of Massachusetts Dartmouth; M.S.N., University of Rhode Island
Bernice Bowdoin, Professor of Mathematics, B.S., Bates College; M.A., Indiana University; M.A.R., Yale University
Raymond Butts, Professor Emeritus of Philosophy and English, B.A.S.T.L., St. Mary’s University; M.A., Fordham University; Ed.D., Nova University
Sandra Campos, C.L.S., Professor Emerita of Clinical Laboratory Science; B.S., M.S., University of Massachusetts Dartmouth
C. John Capone, Professor Emeritus of Engineering Technology, B.Ed., Rhode Island College; M.E., Newark College of Engineering
Helen Conrad, Professor Emerita of Biology, B.S. Wayne State University; M.A.T., Rhode Island College
James Constantine, Professor Emeritus of Chemistry and Biology, B.S., M.S., State University of New York College at Oneonta
Robert A. Cyr, Professor Emeritus of Mathematics, Professor of Mathematics, B.S., Southeastern Massachusetts University; M.Ed., Bridgewater State College
Paul Fletcher, Professor Emeritus of English, A.B., Providence College; M.A., American International College
Nancy Fraze, Professor Emerita of Modern Languages, A.B., Bates College; M.A.Ed., New York University in Madrid
Robert Fruzzetti, Professor Emeritus of Business Administration, B.A., M.A., Boston University
Carol M. Garand, Professor Emerita of Accounting; B.S., University of Massachusetts Dartmouth; M.B.A., Providence College
Ara Arthur Gelenian, Professor Emeritus of History (posthumously); B.A., Boston University; M.Div., Andover NewtonTheological School; M.L.A., Harvard University
Daniel Gilbarg, Professor Emeritus of Psychology and Sociology; B.A., Harvard College; M.Ed., Harvard Graduate School of Education; M.A., Rhode Island College; Ph.D., Northeastern University
Jeanne Grandchamp, Professor Emerita of English, A.A., Rhode Island Junior College; B.A., Rhode Island College; M.A., University of Connecticut; Certificate in Developmental Education, Appalachian State University

Fred Hanack, P.E., R.L.S., Professor Emeritus of Engineering Technology, B.S., Berlin Polytechnical Institute; M.B.A., Northeastern University
Marguerite Heaton, R.N., Professor Emerita of Nursing; B.S.N., Fitchburg State College; M.S.N., Boston University
Ruth Hurley, R.N., Professor Emerita of Nursing, B.S., Boston College; M.S., Boston University
Rachel Holland, Professor Emerita of Sociology, B.A., Queen's College; Ph.D., Union of Experimenting Colleges and University
Harold Hutcherson, Professor Emeritus of English, B.A., Yale University; A.B., Swarthmore; Ph.D., Yale University
Stephen R. Kay, Professor Emeritus of Business Administration, B.S., Salem State College; M.Ed., Bridgewater State College
Raymond J. Lavertue, Sr., Professor Emeritus of Criminal Justice, A.S., B.S., Northeastern University; M.P.S., Clark University
Deborah Lawton, Professor Emerita of English; A.A., Greenfield Community College; B.A., University of Massachusetts; M.A., Western Michigan University
Gerald LePage, Professor Emeritus of Mathematics; A.A., Rhode Island Junior College; B.S., Southeastern Massachusetts University; M.A.T., Bridgewater State College
Ron Lister, Professor Emeritus of Art, B.F.A., M.F.A., Miami University at Oxford, Ohio
Arthur Lothrop, Professor Emeritus of English; Curator, The Dabney Collection, LusoCentro; A.B., M.A.T., Boston College
Kathleen (Katia) Lund, Professor Emerita of English as a Second Language, B.A., College of New Rochelle; M.Ed., Bridgewater State College
Gerald Magnan, Professor Emeritus of Mathematics, Ed.B., M.A.T., Rhode Island College; D.A., Idaho State University
John J. Majkut, Professor Emeritus of Engineering Technology; B.S., Northeastern University; M.S., Rhode Island College
Marie Marshall, R.N., Professor Emeritus of Nursing, B.S.N., M.S., Boston College; Ed.D., F.N.P., University of Massachusetts Amherst
Natalie Martin, R.N., Professor Emerita of Nursing, B.S.N., Southeastern Massachusetts University; M.S.N., University of Rhode Island; Ed.D., University of Massachusetts
Elsie Lee Marvin, Professor Emerita of History, A.B., Regis College; M.A., Wellesley College
Patricia Massey, R.D.H., Professor Emerita of Dental Hygiene, A.S., B.S., University of Rhode Island; M.Ed., Bridgewater State College
Veronica McConnell, Professor Emerita of Mathematics, B.S, Southeastern Massachusetts University; M.A.T., Rhode Island College
Edgar McGarvey, Professor Emeritus of Social Science and Government, B.A., M.S.Ed., Alfred University
Barry McKee, Professor Emeritus of Criminal Justice; A.A., Cape Cod Community College; B.S., Northeastern University; M.A., John Jay College of Criminal Justice

Betty Ann Metz, Professor Emerita of Speech and Fine Arts; B.A., Wellesley College; M.F.A., Yale University; M.P.A., Ph.D., New York University

Tania Nicolet, Professor Emerita of History; B.A., Wilson College; M.A., Rhode Island College

David Owen, Professor Emeritus of Astronomy and Biology; B.A., M.A.T., Bridgewater State College

Gabriel Pereira, Professor Emeritus of History; A.A., Bristol Community College; B.A., Amherst College; M.A., Bridgewater State College

Alan Powers, Professor Emeritus of English; B.A., Amherst College; M.A., Ph.D., University of Minnesota

Albert Roy, Professor Emeritus of Mathematics; A.B., Stonehill College; M.Ed., Bridgewater State College; M.A., Louisiana State University; Ed.D., University of Northern Colorado

Jules Ryckebusch, Professor Emeritus of English and Communications; A.A., Holyoke Junior College; B.A., American International College; M.A., University of Massachusetts

Margaret Ryckebusch, Professor Emerita of Speech; A.B., Stonehill College; M.A., Boston College

Ralph Sanford, Professor Emeritus of Computer Information Systems; B.A., Southeastern Massachusetts University; M.S.C.I.S., Bentley College

Merrill M. Slack, Professor Emeritus of Sociology; B.S. Harvard University; M.Ed., Boston University

Lois Shea, Professor Emerita of Medical Assisting; B.A., Jersey City State Teachers College; B.S.N., University of the State of New York; M.Ed., Rhode Island College; M.S.N., University of Massachusetts Dartmouth

Edward Sheehy, Professor Emeritus of Business Administration; A.B., Harvard University; M.B.A., Babson College Professor Emeritus of Sociology; B.S. Harvard University; M.Ed., Boston University

Robert Sherman, Professor Emeritus of Chemistry; S.B., Massachusetts Institute of Technology

Diane Silveria, Professor Emerita of Nursing; B.S.N., Salve Regina College; M.S.N., St. John's University

Mary Swidey, Professor Emerita of Reading; B.A., Stonehill College; M.Ed., Bridgewater State College

Edith R. Thomas, R.N., Professor Emerita of Nursing; B.S., M.Ed., Boston University

Dolores Vaz, R.N., Professor Emerita of Nursing; B.S., Boston University; M.Ed., Rhode Island College; M.S.N., University of Rhode Island

Eloine Vieira, Professor Emerita of Office Administration; B.S., Salem State College; M.Ed., Boston University

David Warr, Professor Emeritus of Biology and Chemistry; A.B., Dartmouth College; M.A.T., University of Massachusetts; M.A., Ph.D., Boston University

Marion Wilner, Professor Emerita of Art; B.S., M.A., New York University

Virginia Winstanley, Professor Emerita of History and Social Science; B.A. Rutgers University; M.A.T., Brown University

Frances Wurtz, R.D.H., Professor Emerita of Dental Hygiene; B.A., University of Rhode Island; M.Ed., Northeastern University; Ed.D., Nova University
COLLEGE PRIORITIES

Mission Statements

The Massachusetts Department of Higher Education, which governs the 29 state-assisted public colleges and the university, coordinated an effort to develop mission statements for the system and for community colleges as a whole and charged each college with developing a statement to reflect its strengths and distinctive characteristics.

Mission of the Massachusetts System of Public Higher Education

Massachusetts Public Higher Education is a SYSTEM with a distinguished past, increasing and measurable accomplishments, and dedicated to being recognized as having one of the nation’s most outstanding array of institutions. It comprises 15 community colleges, nine state colleges, and five campuses of the University of Massachusetts. The system exists to provide accessible, affordable, relevant, and rigorous programs that adapt to meet changing individual and societal needs for education and employment. The public system is committed to continuous improvement and accountability in all aspects of teaching and learning. The Department of Higher Education, together with each respective Board of Trustees, expects all students, faculty, and staff to be held to exacting standards in the performance of their roles and responsibilities.

Mission of the Community Colleges

The 15 Massachusetts community colleges offer open access to high quality, affordable academic programs, including associate degree and certificate programs. They are committed to excellence in teaching and learning, and provide academic preparation for transfer to four-year institutions, career preparation for entry into high demand occupational fields, developmental coursework, and lifelong learning opportunities.

Community colleges have a special responsibility for workforce development and through partnerships with business and industry, provide job training, retraining, certification, and skills improvement. In addition, they assume primary responsibility in the public system for offering developmental courses, programs, and other education services for individuals who seek to develop the skills needed to pursue college-level study or enter the workforce.

Rooted in their communities, the colleges serve as community leaders, identifying opportunities and solutions to community problems and contributing to the region’s intellectual, cultural and economic development. They collaborate with elementary and secondary education and work to ensure a smooth transition from secondary to post-secondary education. Through partnerships with baccalaureate institutions, they help to promote an efficient system of public higher education.

The community colleges offer an environment where the ideas and contributions of all students are expected. Academic and personal support services are provided to ensure that all students have an opportunity to achieve academic and career success. No eligible student shall be deprived of the opportunity for a community college education in Massachusetts because of an inability to pay tuition and fees.

Bristol Community College

As the leading resource for education and workforce development in southeastern Massachusetts, Bristol Community College provides programs that promote individual opportunity and the region's economic health. Our programs offer a strong foundation in liberal arts and sciences; career-ready education in health sciences, engineering and technology, and business; and comprehensive developmental education and adult literacy services; delivered in a learner- centered, supportive community. The College also develops active partnerships with business and industry, preK-12, colleges and universities, and social service agencies to maintain relevance and effectiveness of all credit and noncredit programming. We value and respect diversity within the College and the world. Bristol Community College prepares well-rounded learners for employment and for life.

Statement of Core Values

Bristol Community College supports the following Statement of Core Values as an expression of its shared beliefs and as a foundation on which to build student success and the practice of lifelong learning.
Learning

- Foster commitment to lifelong learning and personal growth through general and career-specific education
- Place the needs of learners first
- Facilitate student success by reducing barriers to educational access
- Provide support services and a physical environment that foster student success

Excellence

- Promote initiative, creativity, innovation, leadership, and outstanding performance in our educational programs and in student performance
- Practice the highest standards of teaching and learning
- Advocate and model teamwork, cooperation, and collaboration
- Improve institutional effectiveness through continuous assessment

Integrity

- Provide an environment that fosters respect, fairness, responsibility, trust, and honesty
- Maintain a governance structure that encourages shared decision making, transparency, and collegiality
- Provide stewardship and accountability to all constituents

Diversity

- Respond to the evolving educational needs of a diverse community
- Incorporate the diverse life experiences, achievements, and contributions of all members of our community into the college culture

Community

- Support cultural enrichment and advance economic partnerships throughout our community
- Collaborate with regional, educational, health and social service, and business organizations to strengthen our community.